



LOURDES A. LEON GUERRERO
GOVERNOR, MAGA'HAGA'

JOSHUA F. TENORIO
LT. GOVERNOR, SIGUNDO MAGA'LÁHI

GOVERNMENT OF GUAM

DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES
DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT



ARTHUR U. SAN AGUSTIN, MHR
DIRECTOR

LAURENT SF DUENAS, MPH, BSN
DEPUTY DIRECTOR

TERRY G. AGUON
DEPUTY DIRECTOR

NOTICE OF INTENT

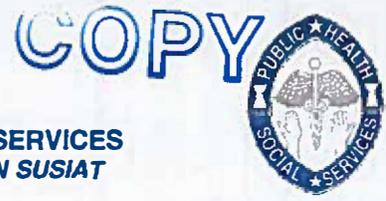
February 15, 2022

The Department of Public Health and Social Services is announcing their intent to employ Ms. Krisinda C. Aguon as a Human Services Program Administrator at Pay Grade R, Step 03 at \$70,690.00 per annum. This announcement is in compliance with Public Law 28-112, Recruitment Above-Step, Section 5, Transparency and Disclosure, Section 10 (6303.1). The Department of Public Health and Social Services announced their intent to hire above step on their website at www.dphss.guam.gov, media, and radio press release.

ARTHUR U. SAN AGUSTIN, MHR
Director



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FEB 0 4 2022

Memorandum

To: Director of Department of Administration
From: Director of Public Health and Social Services
Subject: **Amendment to Petition for Recruitment Above-Step
RE: Krisinda C. Aguon, Human Services Program Administrator**

Hafa adai. This is in reference to your memorandum dated January 14, 2022 regarding the Above-Step petition for Ms. Krisinda C. Aguon our selected applicant for the position of Human Services Program Administrator under the Division of Children's Wellness/Bureau of Social Services Administration.

In compliance with Title 4 Guam Code Annotated (GCA), Chapter 6 §6303.1 Transparency and Disclosure and the Compensation Policy for Above Step Recruitment for Non-Initial Employment, I am submitting the following documents:

1. Justification for Ms. Krisinda Aguon is based on her Exceptional Qualifications of Twenty years (21) of proficiencies in early childhood, elementary and high school education, special education, individualized education plan, formulation and implementation. Included is Ms. Agnon's current salary. See **Attachment A.**
2. DPHSS Organizational and Functional Charts See **Attachment B.**
3. DPHSS Staffing Patterns See **Attachment C.**
4. Position Description for Human Services Program Administrator **Attachment D.**
5. Proof of DPHSS Website **Attachment E**
6. Proof of Media Coverage **Attachment F.**

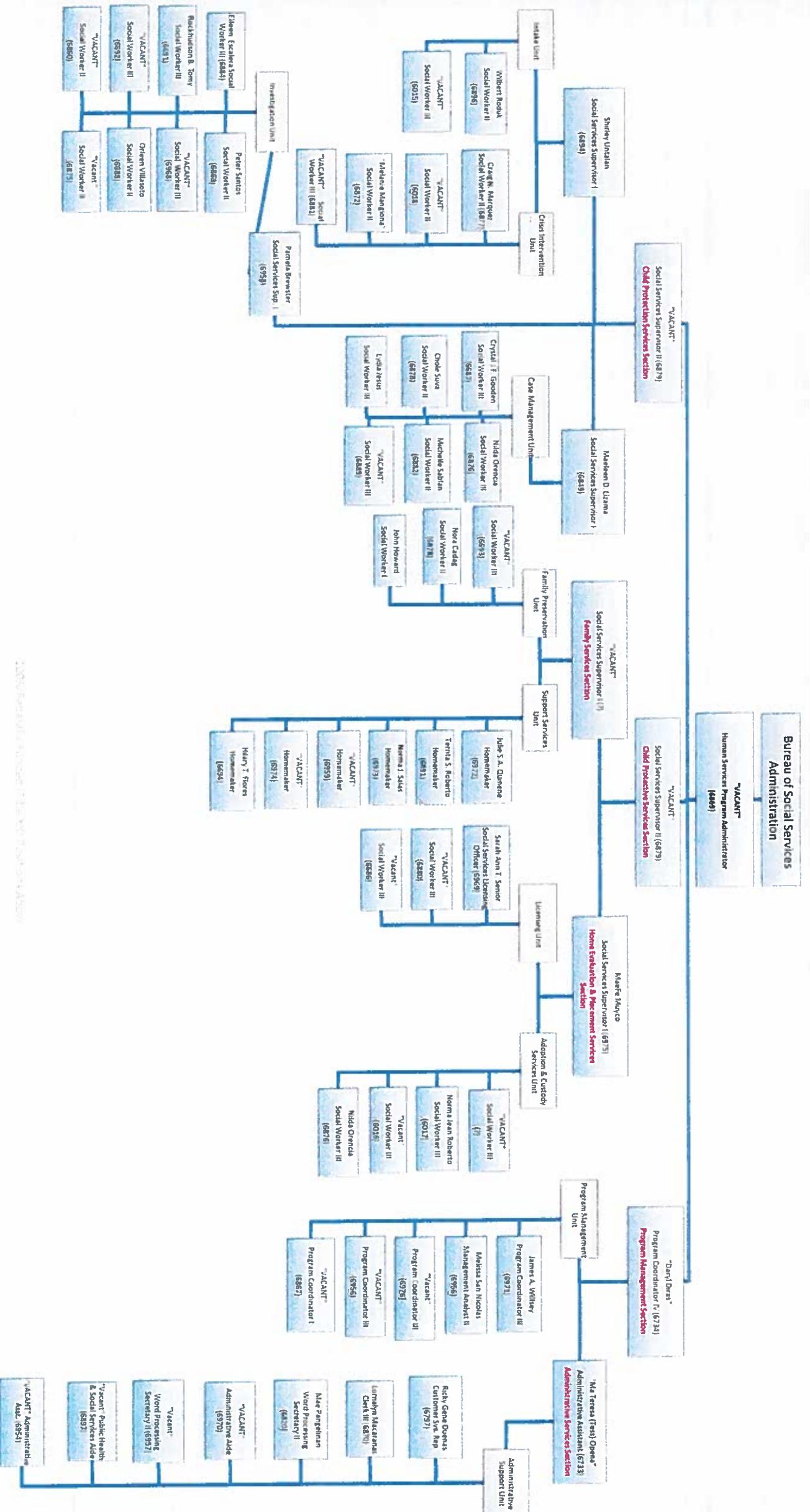
If you have any questions, please feel free to Ms. Liza Camacho, Program Coordinator I at 671-922-2519 or email liza.camacho@dphss.guam.gov.


ARTHUR U. SAN AGUSTIN, MHR

Attachments

ORGANIZATIONAL CHART: BUREAU OF SOCIAL SERVICES ADMINISTRATION (BOSSA)

Appendix I



Bureau of Social Services Administration Functional Chart

Department of Public Health & Social Services
Director

Division of Public Welfare
Chief Human Services Administrator

Bureau of Social Services Administration
Human Services Administrator:
Administers the various child welfare programs; Title XX, Consolidation of Grants; and the Foster Care program.
The bureau's mission is to provide quality protective services to children and strengthen their families.

Child Protective Services Section

- *Receives, responds & investigates reports of child abuse & neglect.
- *Provides protective services to prevent further abuse.
- *Coordinates & collaborates with other service providers.
- *Monitors case progress.
- *Provides supportive counseling & other services.
- *Attends court hearings;
- *Participates in case reviews & treatment team meetings.
- *Develop, monitor & update service plan agreements.
- *Prepares permanency plans.
- *On-Call 24/7



Family Services Section

- *Family Preservation provides intensive, short-term crisis intervention & support services to families under CPS.
- *Minimizes unnecessary separation of children from their families.
- *Assist families preparing to reunify.
- *Strengthen family skills.
- *Conduct community education & outreach in child abuse & neglect prevention.
- *24/7 response



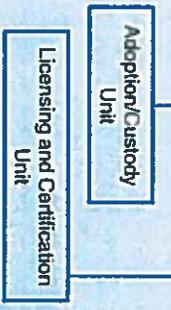
Home Evaluation & Placement Services Section

Conducts individual & family assessments for:

1. Adoption cases
2. Child custody cases
3. Foster care placement
4. Termination of parental rights
5. Guardianship
6. Other Placements

Licensing of all:

1. Child Care Centers
2. Group Homes
3. Family Foster Homes



Program Management Section

- *Prepares federal & local grants procedures.
- *Develops policies & procedures.
- *Monitors & evaluates programs.
- *Coordinates staff training & development.
- *Conduct fiscal management & grant writing.
- *Manage services contracts.
- *Analyze federal & local legislation and its impact on child & family welfare programs.



Administrative Support Section

- *Maintains case & administrative files
- *Procures supplies & materials.
- *Manages personnel matters.
- *Provides administrative & clerical support.
- *Maintains the Bureau's local & federal accounts



**DEPARTMENT OF ADMINISTRATION
POSITION DESCRIPTION QUESTIONNAIRE**

I. IDENTIFICATION

Official Position Title: <u>Human Services Program Administrator</u>	Official Position No.: <u>6869</u>
Job Location: <u>Public Health & Social Services</u> <u>Public Welfare</u> <u>Bureau of Social Services Administration</u> (Department/Agency) (Division) (Section/Unit)	
Name: <u>XXXX</u> <u>XXXXXX</u> <u>XXXXX</u> Last First Middle Initial	
Pay Grade: <u>P</u> <input checked="" type="checkbox"/> Classified <input type="checkbox"/> Unclassified <input checked="" type="checkbox"/> Position Vacant	
Supervisor: <u>TERRY G. AGUON</u> <u>Deputy Director</u> (Name of Direct Supervisor) Title of Supervisor	

II. DESCRIPTION OF DUTIES

Duty NO. or % of Time	<p>ESSENTIAL FUNCTIONS: Organize and list duties and responsibilities that MUST be performed. List duties in one of the formats below.</p> <p>(1) The daily work assignments, beginning with the first duty and ending with the last duty for the day. (2) Percentage of time and show % for each (total % equals 100%). (3) Order of importance, beginning with the most important.</p> <p>Mark (✓ or X) one format only: <input type="checkbox"/> (1), <input checked="" type="checkbox"/> (2), <input checked="" type="checkbox"/> (3)</p>
40%	<p>PROGRAM ADMINISTRATION:</p> <ul style="list-style-type: none"> • Administer an island-wide Human Services Program within the Bureau of Social Services Administration, Division of Public Welfare of the Department of Public Health and Social Services. • Directs the administration of the bureau in providing the various Child Welfare programs on island for Child Protective Services; Foster Care; Adoption Services: Home Studies for Placement of Children (Adoption, Custody, Guardianship, Termination of Parental Rights, Suitability of Placement); Monitoring of Placement; Licensing and Certification and Monitoring of Child Care Operations (Family Foster Homes, Group Homes, Family Day Care); Family Preservation and Support Services; Prevention and Outreach of services; Child Care Development Fund Program; support Services for Guam Employment and Training Program; Job Opportunity and Basic Skills Program; Program Management and Administrative Support Sections for the Bureau. • Conduct oversight and administration of 2 major contracts that provides 3 various services: Alee Shelter I for abused spouses and their children; Alee Shelter II for victims of child abuse and neglect; and Guma San Jose for homeless persons. • Ensure implementation and monitoring of all services. • Ensure that all aspects of the program operations are supported with resources and training to ensure that services are being provided.
25%	<p>PROGRAM PLANNING, COORDINATION AND DEVELOPMENT:</p> <ul style="list-style-type: none"> • Determine program priorities and ensure compliance with existing laws, policies and other regulations. • Review regulations to ensure interpretation for the development of policies. • Submit and prepare all required reports for both federal and local submissions. • Prepare state plans, reports, corrective action plans, legislative testimonies, correspondences and other reports for the bureau and department. • Prepare Memorandum of Understanding or Agreements to effectuate protocols for the mutual delivery of services for programs in the bureau.

	<ul style="list-style-type: none"> • Prepare the budgets for the bureau.
	<ul style="list-style-type: none"> • Collaborate, coordinate, plan, consult and network with other professionals, service providers, community groups and the public in planning and developing services or resources for the delivery of services to programs.
	<ul style="list-style-type: none"> • Make contacts, confer and consult with federal and local representatives as it pertains to program funds, regulations, etc.
	<ul style="list-style-type: none"> • Serve and participate in councils, task forces, boards, planning committee's and Guam delegations to provide representation, develop and plan for programs, services, legislation and policies.
25%	SUPERVISION:
	<ul style="list-style-type: none"> • Provide support, guidance and direction to the 60+ employee's in the bureau.
	<ul style="list-style-type: none"> • Provide immediate supervision to all direct service supervisors in addition to a direct service program and staff.
	<ul style="list-style-type: none"> • Oversee and conduct the interviews for recruitment of staff.
	<ul style="list-style-type: none"> • Participate and conduct the orientation and training of staff.
	<ul style="list-style-type: none"> • Conduct the Work Plan and Performance Evaluations of staff in addition to the preparation and development of the Employee's Individual Development Plan.
	<ul style="list-style-type: none"> • Handle and conduct oversight on those complaints or issues of concerns as it pertains to personnel.
	<ul style="list-style-type: none"> • Conduct reviews of reports, cases and other documents that require supervisory approvals or concurrence.
	<ul style="list-style-type: none"> • Provide consultation and make decisions that are necessary in the management of cases.
	<ul style="list-style-type: none"> • Conduct general staff meetings and management meetings to keep staff informed and plan for program goals and objectives.
10%	ADDITIONAL FUNCTIONS
	<ul style="list-style-type: none"> • Serve in acting and/or detailed assignments to positions that require coverage.
	<ul style="list-style-type: none"> • Provide representation for the Director or Chief or department in special meetings or committees.
	<ul style="list-style-type: none"> • Provide coverage for supervisors who are absent or unavailable for their program staff.
	<ul style="list-style-type: none"> • Provide appearances in court when subpoenaed, summoned or to provide testimony or representation.
	NON-ESSENTIAL OR ADDITIONAL FUNCTIONS: List duties and responsibilities not listed above that may be performed, as assigned.
	<ul style="list-style-type: none"> • Attend meetings related to the program.
	<ul style="list-style-type: none"> • Participate in special projects or trainings as assigned.
	<ul style="list-style-type: none"> • Perform other related duties as assigned.
	<ul style="list-style-type: none"> • Conduct program presentations/trainings.

III. CONTACTS: Departments, agencies and individuals you deal with during the course of your daily activities.

A. Within your department / agency. Mark (X or √) one box:			
<input type="checkbox"/> None	<input type="checkbox"/> Up to 15% of total working hours	<input type="checkbox"/> 15 – 50% of total working hours	<input checked="" type="checkbox"/> Over 50%
B. Outside your department / agency. Mark (X or √)			
<input type="checkbox"/> None	<input type="checkbox"/> Up to 15% of total working hours	<input checked="" type="checkbox"/> 15 – 50% of total working hours	<input type="checkbox"/> Over 50%

IV. SUPERVISION RECEIVED: How closely is the employee's/jobholder's work reviewed by the direct supervisor? Mark (X or √) one correct response.

<input type="checkbox"/>	Detailed and specific instructions / procedures received or followed for each assignment.
<input type="checkbox"/>	General Supervision – Routine duties are performed with minimal supervision. Standard practices or procedures allow employee to function alone at routine work. Supervisor makes occasional check of work while in progress. Work is reviewed upon completion.
<input type="checkbox"/>	Direction – Receives guidance about general objectives in most of the tasks and projects assigned; determines methods, work sequence, scheduling and how to achieve objectives of assignments; operates within policy guidelines. (Generally applicable to skilled professionals, supervisors and managers.)
<input checked="" type="checkbox"/>	General Direction – Receives very general guidance about overall objectives; work is usually quite independent of

others; operates within division or department policy guidelines, using independent judgment in achieving assigned objectives. (Generally applicable to managers / administrators in large and complex organizations and to department / agency heads and their first assistants.)

V. **SUPERVISION EXERCISED:** The employee/jobholder supervises other employees. List the number of employees supervised, their position titles, and a brief description of their responsibilities.

Number Supervised	Position Title	Description of Responsibilities
1	Social Services Supervisor II	Provide immediate supervision regarding administration and oversight of the Work Program Section of the bureau.
4-5	Social Services Supervisor I	Provide immediate supervision regarding administration and oversight of direct service programs (Child Protect Services Section and Family Services Section.)
5	Social Worker III	Provide immediate supervision regarding their case assignment sand perform in the Home Evaluation and Placement Section of the bureau.
1	Program Coordinator IV	Provide immediate supervision regarding administration and oversight of the Program Management Section of the bureau.
1	Administrative Assistant	Provide immediate supervision regarding administration and oversight of the Administrative Services Section of the bureau.

VI. **EQUIPMENT:** List the equipment (pickup truck, welder, crane, etc.), office machines (word processor, calculator, copying machine, etc.), or any other machines, tools or devices that are used on a regular and continuing basis. Show what percentage of the regular workday is spent using each.

TOOLS / EQUIPMENT	PERCENT (%) OF TIME FOR EACH
Computer	50%
Telephone	40%
Copying Machine	5%
Fax Machine	5%
Calculator	20%
Motor Vehicle	30%

VII. **JOB REQUIREMENTS**

[] Mark (✓ or X) here if jobholder is unable to complete this section. The direct supervisor will then complete this section for the jobholder.

A. **MINIMUM QUALIFICATION REQUIREMENTS:** List the minimum experience and training a qualified applicant must have before employment.

1. WORK EXPERIENCE: List the general, specialized and/or supervisory / management work experience needed and how much (in months and/or years). If none, mark (✓ or X) "No work experience required."	
[] No work experience is required.	
General: Experience in Human Services Administration Work	3 years
Specialized: Experience in Supervisory Work	2 years
Supervisor / Management:	

If no work experience is required, list the knowledge, abilities and skills a qualified applicant needs before employment to perform the essential job functions.

2. FORMAL EDUCATION OR TRAINING:

Mark (✓ or X) the most applicable education level required.

a. Below High School – Show Number of Years

b. High School Graduation / GED

c. Vocational / Technical School

Show specific training that is required by this position.

d. Some College

Show number of Semester Hours _____ or Quarter Hours _____.

Show specific courses required by the essential functions of this job.

e. College Degree (Show major area of study required.)

Associate's : _____

Bachelor's: Degree in Social Work or Human Services Work from a recognized college or university or

Master's: Degree in Human Services Work

Beyond Masters: _____

3. CRITICAL SKILLS / EXPERTISE: List specialized skills or specialization needed to perform essential functions.

Knowledge of the principles, practices, and techniques of Social Welfare and Public Administration; Ability to plan and administer comprehensive human services programs; ability to interpret, apply and make decisions in accordance with federal and local laws, regulations policies and other program guidelines; Ability to prepare state plans and grant applications; Ability to prepare the bureau budget in accordance with law and administrative guidelines; Ability to provide professional consultation in an appropriate area of specialty; Ability to work effectively with the employees and the public; Ability to communicate effectively; orally and in writing; Ability to maintain records and prepare report.

4. LICENSE, REGISTRATION OR CERTIFICATION:

List possession of required license, professional registration/certification needed to perform essential functions.

Valid Driver's License

B. MENTAL / VISUAL, PHYSICAL, AND ENVIRONMENTAL JOB REQUIREMENTS:

1. Mark (✓ or X) the most appropriate physical requirement(s) for the job.

Sitting The job requires the employee to sit in a comfortable position most of the time. The employee can move about.

Sitting Employee is required to sit for extended periods or time without being able to leave the work area.

<input checked="" type="checkbox"/>	Sitting/Standing/Walking	The employee is required to sit, stand, walk most of the time.
<input type="checkbox"/>	Climbing	Employee is required to climb ladders or scaffolding or to climb and work in overhead areas.
<input type="checkbox"/>	Lifting	Employee is required to raise or lower objects from one level to another regularly.
<input checked="" type="checkbox"/>	Pulling and/or Pushing	The job requires exerting force up to _____ pounds on a regular basis to move the object to or away from the employee.
<input type="checkbox"/>	Carrying	The employee is required, on a regular basis, to carry objects in his or her arms or on the shoulder(s).
<input checked="" type="checkbox"/>	Reaching	The employee is regularly required to use the hands and arms to reach for objects.
<input type="checkbox"/>	Stooping and Crouching	The employee is regularly required to bend forward by bending at the waist or by bending legs and spine.
<input type="checkbox"/>	Crawling	Employee is required to work in a confined space and/or to crawl and move about on his or her hands and knees.
<input checked="" type="checkbox"/>	Speaking	The job requires expressing ideas by the spoken word.
<input checked="" type="checkbox"/>	Listening	The job requires the perception of speech or the nature of sounds in the air.
<input type="checkbox"/>	Other	Describe the requirement. _____

2. Mark (✓ or X) the most appropriate mental / visual requirement for the job.

- General Intelligence (typical requirement for machine operators, office staff, etc.)
- Motor Coordination Skills (typical for automotive mechanic, painter, etc.)
- Coordination of Eyes, Hands, and Feet (typical for tractor trailer driver, fire fighter, line electrician, etc.)
- Verbal Intelligence (typical for counselors, customer service representatives, etc.)
- Numerical Intelligence (typical for an accounting clerk, cargo checker, etc.)
- Other: _____

3. The job's most appropriate work environment and the weather exposure.

Show what percent of a typical workday is spent. (Select one response only)

- 100 % Indoors in a comfortable temperature-controlled environment (for instance, in an office).
- % Indoors in a non-temperature-controlled environment (such as an open garage, storerooms, warehouses and etc.)
- % Outdoors exposed to changing weather conditions (for instance, rain, sun, wind, etc.)
- % Outdoors but in an enclosed vehicle protected from extreme weather conditions.

4. Other physical working conditions

Mark (X or ✓) if none of the following is applicable.

Show what percent of a typical workday this position is exposed to:

- % Air contamination (i.e., dust, fumes, smoke, toxic conditions, disagreeable odors).
- % Vibration (i.e., operating jackhammer, impact wrench).
- % Noise (Exposure at a level enough to cause hearing loss or fatigue).
- % An improperly illuminated or awkward and confining work space.

_____% Working above ground level where the chance of falling exists (i.e., on ladders, rooftops, bucket trucks, scaffolding).

_____% Lifting or carrying items or objects. Describe item/object and weight:

_____% Heat. Describe source and degree of high temperature.

_____% Cold. Describe source and degree of cold temperature:

_____% Other hazards. Describe:

5. Describe the working conditions that are irregular or unusual for the job and show frequency of exposure.

Mark (X or √) if not applicable.

CONDITION	FREQUENCY OF EXPOSURE

C. Work Schedule/Hours – Mark (√ or X) the most appropriate work schedule/hours for the job.

Regular – Standard Eight (8) hours daily, Monday – Friday

Irregular – Shift work – A 24-hour work operation.

Regular / Irregular – Overtime hours with overtime pay entitlement
State Purpose and Total Hours required per pay period:

Regular / Irregular – Overtime hours without overtime pay entitlement
State Purpose and Total Hours required per pay period:

The information given on this position is complete and correct.

Signature of Employee

Date

VIII. SUPERVISOR'S REVIEW

IMPORTANT: This Block To Be Filled Out Only By The Direct Supervisor

a.	(1) Has the employee correctly stated his or her official payroll position title? <input type="checkbox"/> Yes <input type="checkbox"/> No (2) If not, what is the correct title? _____ _____								
b.	(1) Are the employee's statements about the duties of his/her position and the supplementary information complete and accurate? <input type="checkbox"/> Yes <input type="checkbox"/> No (2) If not, what additions, deletions or corrections should be made? (Refer to block and page) _____ _____ _____								
c.	What positions under your supervision perform the same essential functions Give name and title: <table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 60%; text-align: center;">Name</th> <th style="width: 40%; text-align: center;">Title</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> </tbody> </table>	Name	Title	_____	_____	_____	_____	_____	_____
Name	Title								
_____	_____								
_____	_____								
_____	_____								
d.	Does this position require (mark one) <input type="checkbox"/> Immediate supervision on a regular basis, <input type="checkbox"/> Immediate supervision only for new/complex tasks, or <input type="checkbox"/> Little immediate supervision.								
e.	Does the employee participate in (mark those appropriate) the <input type="checkbox"/> Formulation, <input type="checkbox"/> Interpretation, and/or <input type="checkbox"/> Application of Agency/Department policy. Give examples: _____ _____ _____								
f.	The employee (mark one) <input type="checkbox"/> Performs routine, well-defined tasks, <input type="checkbox"/> Performs moderately complex tasks requiring moderate knowledge of Agency's/Department's work; or <input type="checkbox"/> Performs complex tasks requiring extensive knowledge of Agency's/Department's work.								

I certify to the accuracy of the description of duties, responsibilities and organizational relationships provided herein; further, that the position is necessary to carry out government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes on the use of public funds. The false or misleading statement may constitute violations of such statutes or their implementing regulations.

Terry G. Aquon, DPHSS Deputy Director 06/23/21
 Signature of Immediate Supervisor

06/23/21
 Date

ARTHUR U. SAN AGUSTIN, MHR, DPHSS Director
 Signature of Department/Agency Head

JUN 28 2021
 Date

IX. Human Resources Office Review:

Date: _____

Reviewed by: _____
Position Title

Name

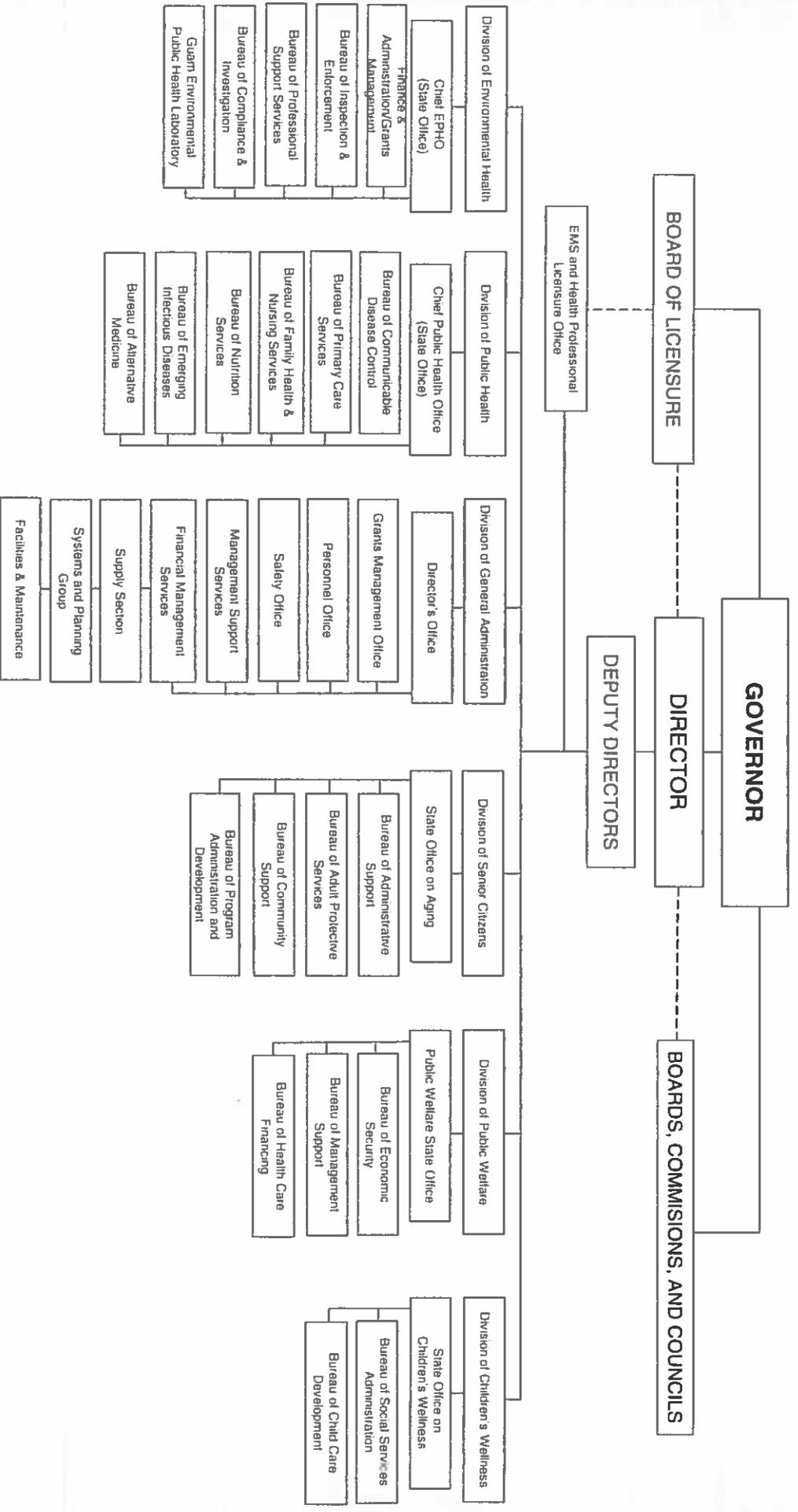
Classification Correct: [] Yes [] No

If not, corrective action taken: (Attach copy of review made)

Approved by: _____
Human Resources Manager

Date

GOVERNMENT OF GUAM
 Department of Public Health and Social Services
 FY 2023 ORGANIZATIONAL CHART





GOVERNMENT OF GUAM

DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES
DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT



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TERRY G. AGUON
DEPUTY DIRECTOR

NOV 03 2021

Memorandum

COPY

To: Edward Bim, Director of Department of Administration
From: Arthur U. San Agustin, Director of Public Health and Social Services
Subject: **Petition for Recruitment Above-Step**
RE: Krisinda C. Aguon, Human Services Program Administrator

Hafa adai. This petition for above step recruitment is made pursuant to 4 GCA, §6205 to allow our agency to hire Mrs. Krisinda Aguon, above-step into the position of Human Services Program Administrator. This petition is based on Mrs. Aguon's **Exceptional Qualifications**, which is reflective of her twenty-one (21) years of proficiencies in early childhood, elementary and high school education, special education, individualized education plan, formulation and implementation. Her experience as an educator, manager and advocate allows for a wealth of knowledge and practice that will greatly benefit the Bureau of Social Services Administration and its many programs.

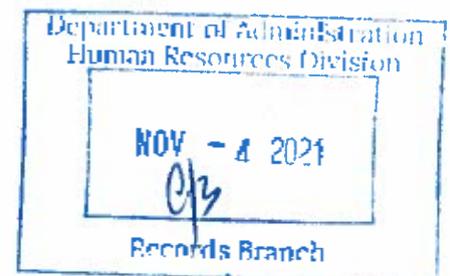
Therefore, we request a review of our petition to hire Mrs. Aguon for the position of Human Services Program Administrator, above Step 1 subject to your recommendation. Attached are the following documents to assist in your review:

1. Job Announcement
2. Job Application
3. 4 GCA 6205
4. Notice of Rating

If you have any questions, please contact Mrs. Mary Ann Perez, Personnel Officer at 671-922-2516 or email maryann.perez@dphss.guam.gov.


ARTHUR U. SAN AGUSTIN, MHR
Director

Attachments





EDWARD M. BIRN
Director (Direktar)
BERNARDINE C. GINES
Deputy Director (Sigundo Direktar)

DEPARTMENT OF ADMINISTRATION

DIPATTAMENTON ATMENESTRASION

HUMAN RESOURCES DIVISION
(Dibision Inadilanto yan Guinaha Para Taotao)
Telephone (Telfun): (671)-475-1288/110.1 • Fax (Faks): (671)-477-3671



LOURDES A. LEON GUERRERO
Governor (Maga'hégo)
JOSHUA F. TENORIO
Lt. Governor (Sigundo Maga'hégo)

OPEN COMPETITIVE EXAMINATION

To establish a list for the position of **HUMAN SERVICES PROGRAM ADMINISTRATOR**

Announcement Number: DOA 95-21

Open: May 18, 2021 Continuous

GENERAL PAY PLAN (GPP)
OPEN: R-01; \$65,623 P/A –R-10; \$90,087 P/A
PROMOTION: R-01; \$65,623 P/A –R-18; \$115,661 P/A

The Government of Guam may offer competitive benefit packages, which includes retirement (Defined Contribution Plan 401 and 457), health insurance plans, cafeteria plan, an Employee Assistance Program, annual and sick leave, paid holidays and life insurance. For additional information regarding the Government of Guam Retirement, please visit www.ggorf.com. For other inquiries please visit Department of Administration website www.hr.doa.guam.gov

Application Submission

OUR OFFICE WILL BE ACCEPTING APPLICATIONS ELECTRONICALLY. EMPLOYMENT APPLICATION FORMS ARE ACCESSIBLE TO DOWNLOAD ON THE DEPARTMENT OF ADMINISTRATION'S WEBSITE AT WWW.HR.DOA.GUAM.GOV. PLEASE EMAIL YOUR APPLICATION(S) TO: DOAJOBS@DOA.GUAM.GOV.

Who Can Apply

Open to all government of Guam employees and the public.

Qualification Requirements

Three (3) years of experience in human service administration work, two (2) years of supervisory experience, and graduation from a recognized college or university with a Master's Degree in the field of human services; or

Any equivalent combination of experience and training beyond the Bachelor's degree which provides the minimum knowledge, abilities, and skills.

Nature of work

Administers an island-wide human service program within a bureau under the Division of Public Welfare, Department of Public Health and Social Services.

Illustrative Examples of Work

Administers human services programs that promote the general welfare of its clients or programs that evaluate the quality of human service programs. Determines program priorities and direction in compliance with appropriate laws, policies, resources and human services needs. Develops and oversees programs, policies, plan and procedures. Prepares state plans and/or grant applications for federal grant-in-aid programs. Negotiates contracts and interagency agreements. Provides consultation and professional expertise in appropriate area of specialty. Collaborates with human service professionals, community groups and the public in identifying human service or social welfare needs, developing a social welfare plan, coordinating and mobilizing community resources or evaluating the delivery of human services. Prepares bureau budget in accordance with laws and administrative guidelines. Maintains records and prepares reports. Performs related duties as required.

Knowledge, Abilities & Skills

Knowledge of the principles, practices, and techniques of Social Welfare and Public Administration. Ability to plan and administer comprehensive human service programs. Ability to interpret, apply and make decisions in accordance with federal and local laws, regulations, policies and other program guidelines. Ability to prepare state plans and grant applications. Ability to provide professional consultation in an appropriate area of specialty. Ability to prepare the bureau budget in accordance with law and administrative guidelines. Ability to work effectively with the employees and the public. Ability to communicate effectively, orally and in writing. Ability to maintain records and prepare report.

Minimum Educational Requirements

All new employment in the service of the government of Guam shall have, as a reasonable measure of job performance, minimum requirement of high school diploma or a successful completion of General Education Development (GED) test or any equivalent of a general education high school program, apprenticeship program or successful completion of a certification program, from a recognized, accredited or certified vocational technical institution, in a specialized field required for the job, pursuant to Public Law 29-113.

Documentation Requirements

To validate credentials you may claim, (e.g., High School Diploma, College Transcript, DD-214, etc.), an original or certified copy of the document(s) must accompany each employment application you are applying for with your legal signature. Applicants shall be responsible to provide all required documents for each employment application submitted and failure to provide proof may result in disqualification. For more information, please contact the Recruitment Branch at 475-1141/1120/1174.

**HUMAN SERVICES PROGRAM ADMINISTRATOR
OPEN COMPETITIVE EXAMINATION**

Suitability Determination Form

Your employment application will not be deemed completed unless the Suitability Determination Form is completely filled out, signed and dated. If it is not complete or missing from your application, your application for this position will be rejected. Please pay particular attention to question #2. If you answer "yes", you must attach your police clearance that is no older than one (1) month from the date of submitting your application. In addition, please resubmit an updated Suitability form if anything occurred that warrants updating your responses on your Suitability Form after you have submitted your application.

Prohibition Pursuant to P.L. 28-95

No person convicted of a sex offense under the provision of chapter 25 of Title 9 GCA, or an offense as defined in Article 2 of Chapter 28, Title 9 GCA in Guam, or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses, or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the government of Guam.

Examination Requirements

Applicants will be rated on a scale between 70.00 and 100.00 percent on the basis of their training, education and experience in relation to the requirements of the position.

Interviewing Procedures

A personal interview or interview by telephone (if off-island) will be held by the appointing authority or his designee for all eligibles referred via certification.

Employment Medical Examination

All applicants accepting employment must undergo a medical examination and be declared by the physician as capable of performing the duties of the position being hired for.

Work Eligibility

When offered a position, you will be required to provide proof of identity and eligibility for employment in the United States as condition of employment.

Drug Screening

Applicants selected for and offered employment with the Government of Guam shall undergo and pass a mandatory drug test before being employed. This also applies to employees selected for Test Designated Positions (TDP). Failure to submit or pass such drug test shall be grounds for rescinding the offer of appointment.

Police & Court Clearances Requirements

If selected for this position, your selection will be conditional pending submission of a recent police and court clearance, and taking and passing a drug test (see Drug Screening section of the announcement). The hiring department will mail a letter to you explaining these requirements. You will have five (5) business days from the postmarked date of your letter to submit police and court clearances that are no older than one (1) month from the date of your letter. The cost of the clearances is your responsibility. If you have already submitted clearances with your employment application, you will not be required to resubmit as long as they meet the date criteria above. If you do not have any conviction or conditions that would warrant rescinding the job offer, and pass the drug test you will be notified of your start date.

Where to Apply

Submit job applications at the Department of Administration, Human Resources Division 2nd floor, ITC building, Tamuning, between the hours of 8:00 a.m. – 5:00 p.m., Monday through Friday. Individuals with disabilities who require special accommodation should contact this office prior to any scheduled examinations or interviews. **OUR OFFICE WILL BE ACCEPTING APPLICATIONS ELECTRONICALLY. PLEASE EMAIL YOUR EMPLOYMENT APPLICATIONS TO: doajobs@doa.guam.gov.**

For More Information

Call or visit us at the Department of Administration, Human Resources Division at (671)475-1141/1126. In addition, job announcements and employment application forms are accessible to download at Department of Administration's website at www.hr.doa.guam.gov. For further information, you may email doajobs@doa.guam.gov.



SHANE G.L. NGATA
PERSONNEL SERVICES ADMINISTRATOR
HUMAN RESOURCES DIVISION

WE ARE AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER. WE DO NOT DISCRIMINATE ON THE BASIS OF RACE, RELIGION, COLOR, SEX, AGE, DISABILITY, EXCEPT FOR POSITIONS REQUIRING BONA FIDE OCCUPATIONAL QUALIFICATION.



WE ARE AN EQUAL OPPORTUNITY EMPLOYER
EMPLOYMENT APPLICATION
 GOVERNMENT OF GUAM
 DEPARTMENT OF ADMINISTRATION

Handwritten: 6-10-21

Department of Administration
 Human Resources Division
 MAY 21 2021

**** OFFICIAL USE ONLY ****

OFFICIAL USE ONLY - REQUIRED DOCUMENTS

Accepted By (Print Name & Initial): WC

Date: _____ Received by: _____

Driver's License Type: _____ State: _____ Exp. Date: Y N N/A
 H.S. Diploma/GED Y N N/A
 College Transcript Y N N/A
 Police Clearance Y N N/A
 Court Clearance Y N N/A
 Other: Resume Y N

APPLICATION #: 122523-21/88.

APPLICATION INSTRUCTIONS: Give full and complete information. For questions which do not apply to you, please write "N/A" (Not Applicable). Your Social Security Number is necessary to maintain proper identification of your records. Refer to the page entitled "GENERAL INSTRUCTIONS & INFORMATION" for further information.

1. POSITION APPLIED FOR: HUMAN SERVICES PROGRAM ADMINISTRATOR
 2. JOB ANNOUNCEMENT NO.: DOA 95-21
 3. LOWEST SALARY ACCEPTABLE: \$90,087

4. NAME: Last AGUON First KRISINDA Middle CALVO
 5. SOCIAL SECURITY NO.: [REDACTED]

6. MAILING ADDRESS: P.O. Box or Street Number [REDACTED] City [REDACTED] State GUAM Zip Code [REDACTED]

7. HOME ADDRESS: Street Number [REDACTED] City [REDACTED] State GUAM Zip Code [REDACTED]

8. PHONE NO.: Home [REDACTED] Cell [REDACTED] E-mail [REDACTED]

9. EDUCATION: Please check and indicate all of your formal educational accomplishments:
 High School Graduate - School: GEORGE WASHINGTON SENIOR HIGH SCHOOL
 Location: MANGILAO, GUAM Year Graduated: 1991
 Completed G.E.D. - School: _____
 Location: _____ Certificate No.: _____ Year Graduated: _____
 Indicate Last Grade Completed in High School (circle one): 9th 10th 11th
 School: _____

Name and Location of College/University	Dates of Attendance		Credit Hrs. Completed		Course of Study	Type of Degree	Year Earned
	From	To	Sem.	Qtr.			
UNIVERSITY OF GUAM	1991	1997	>130		ECED	BA	1997

Major Undergraduate Courses	Sem. Hrs.	Qtr. Hrs.	Major Graduate College Courses	Sem. Hrs.	Qtr. Hrs.

10. LIST MANUALS, EQUIPMENT, LICENSES, SPECIAL TRAINING, AND/OR CERTIFICATES PERTINENT TO THE POSITION APPLIED FOR:
 PLEASE SEE ATTACHED RESUME

II. WORK EXPERIENCE

This portion must be accurate and complete. Please be as detailed as possible to obtain full credit for your work experience. Applications lacking sufficient information may be rejected. Under A, please indicate whether it is your PRESENT OR LAST EMPLOYER IF NOT CURRENTLY EMPLOYED. List your entire work history, including part-time, volunteer and detail appointments. List jobs in order by starting with your present job, or last job if you are unemployed. List each promotion as a separate job. Duties should include most difficult or most important responsibilities, and/or most significant accomplishments in the position held, to include percentage of time spent. If additional space is needed, continue on item #12, or a separate sheet(s) and attach to application.

A. NAME OF EMPLOYER/MAILING ADDRESS (Check one) <input checked="" type="checkbox"/> Present or <input type="checkbox"/> Last Employer DEPARTMENT OF YOUTH AFFAIRS Position Title: _____ Type of Business (i.e. construction) _____	Telephone No.: (671) 735-5010 Immediate Supervisor: MELANIE W. BRENNAN Salary: _____ This Position Is <input checked="" type="checkbox"/> Supervisory <input type="checkbox"/> Non-Supervisory / <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary	From: Mo _____ Day _____ Year _____ To: Mo _____ Day _____ Year _____ HRS. WORKED PER WEEK: _____ Reason for Leaving: _____	
Specific Duties Performed and Percentage of Time Spent:			% 100
PLEASE SEE ATTACHED RESUME			

B. NAME OF FORMER EMPLOYER/MAILING ADDRESS GUAM DEPARTMENT OF EDUCATION	Telephone No.: (671) 477-9370 Immediate Supervisor: ELIZABETH HANZSEK Salary: \$50,000 This Position Is <input checked="" type="checkbox"/> Supervisory <input type="checkbox"/> Non-Supervisory / <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary	From: Mo OCT Day 19 Year 2017 To: Mo JAN Day 7 Year 1998 HRS. WORKED PER WEEK: 40 Reason for Leaving: PROMOTION	
Specific Duties Performed and Percentage of Time Spent:			% 100
PLEASE SEE ATTACHED RESUME			

C. NAME OF FORMER EMPLOYER/MAILING ADDRESS	Telephone No.: Immediate Supervisor:	From: Mo _____ Day _____ Year _____ To: Mo _____ Day _____ Year _____ HRS. WORKED PER WEEK: _____ Reason for Leaving:	
Specific Duties Performed and Percentage of Time Spent:			%

12. USE THIS BLOCK TO CONTINUE YOUR RESPONSES TO ANY NUMBERED SECTIONS OR ITEMS: (Please specify No. of item)

13. INDICATE WHAT TYPE OF EMPLOYMENT YOU ARE WILLING TO ACCEPT IF OFFERED?

Please note the following: you will be considered for only those types of employment that you have checked, you may check more than one; if you wish to change your choices after application submission, please contact the Recruitment Branch at 475-1128/1141.

- Probationary (leading to permanent employment)
- Limited Term (employment up to 1 year)
- Temporary (employment up to 120 working days)
- Part-time (less than 40 hours per week)
- On-call, Seasonal, Intermittent, or Provisional (as required by agency)

14. PREFERENTIAL HIRE STATUS

This applies only to first time applicants of government of Guam Merit Scholarship or Educational Loan Recipients. If you wish to claim Preferential Hire Status, please check "Yes" and attach letter of eligibility, if not, check "N/A." This status is applicable only for initial employment with the government of Guam. Approval of claim is subject to verification.

If applicable, please specify previous applications in which you claimed preferential hire status (Continue on separate sheet if necessary). If yes, please specify:

- | | | | |
|-----------------------------|-----------------------|-------------|---|
| 1. Department/Agency: _____ | Position Title: _____ | Year: _____ | <input type="checkbox"/> YES |
| 2. Department/Agency: _____ | Position Title: _____ | Year: _____ | <input type="checkbox"/> NO |
| 3. Department/Agency: _____ | Position Title: _____ | Year: _____ | <input checked="" type="checkbox"/> N/A |

15. PERSONAL CONTACT (Optional: In the event that we are unable to contact you, please give three names for reference)

NAME	ADDRESS	TELEPHONE NO.
TONY C. AGUON	████████████████████	██████████
JON JUNIOR M. CALVO	████████████████████	██████████
JUAN K. CALVO	████████████████████	██████████

IMPORTANT INFORMATION
PLEASE READ BEFORE SIGNING THIS APPLICATION

Job Application: The job application you submit is considered current for one year from the date the eligibility list is established. **IT IS YOUR RESPONSIBILITY TO INFORM THIS OFFICE OF ANY CHANGES TO YOUR ADDRESS OR TELEPHONE NUMBER.**

Evaluation Methods: To determine your qualifications for the position which you are applying, job related tests designed to reveal your capacity to successfully perform the duties of the position are utilized. Most positions require an evaluation of your application to determine your qualification based on a rating of your education and experience. Additional examinations such as a written and an abilities test may be required depending on the particular job requirements of the position. The top eligibles will be referred for employment consideration for each vacancy subject to any relevant laws and the Personnel Rules and Regulations of the respective department or agency. If a selection interview is required, you will be notified. Failure to submit to employment examination requirements will result in an ineligible rating.

Drug Screening: Upon selection for employment into the government of Guam, you must take and pass urinalysis testing for illegal use of drugs. In addition, government employees are subject to their respective Drug-Free Work Place Program requirements. Failure to submit to drug testing will result in immediate disqualification or disciplinary action.

Pre-Employment Medical Examination: All applicants accepting employment with the government must take and pass a pre-entry physical examination as a condition of employment or continued employment. Applicants accepting employment with educational institutions and/or agencies requiring health clearance must take and pass a pre-entry examination as a condition of employment. All applicants/employees are responsible for all expenses incurred for this examination. Failure to satisfactorily meet or complete the specific requirements of the examination may result in your disqualification or termination from employment.

Background Investigation: When you sign this job application, you authorize the government to seek and obtain information regarding your suitability for employment, to include but not limited to local and federal court job related convictions. All factors which are job related may be investigated (e.g., previous employment, educational credentials, and criminal record). All information obtained may be used to determine your eligibility for employment in accordance with equal employment opportunity guidelines. In addition, when you sign this application, you release previous employers and job related sources from legal liability for the information they provide relative to your suitability for employment.

Probationary Period: If you are selected for permanent appointment to a classified position, you must initially undergo a probationary period subject to the Personnel Rules and Regulations of your respective department or agency. All temporary, Limited Term, part-time and on-call employees do not serve a probationary period and are subject to termination at will.

FAMILY MEMBERS IN THE GOVERNMENT

To avoid violation of the Nepotism Rule, or related statutes, whereby spouses and persons within the first degree of "blood relationship" may not be employed in the same department or agency in a supervisor-subordinate relationship and where two or more family members under the same household are prohibited; exception to this rule may be made for the good of the government service. Upon selection and processing with the Department of Administration, Human Resources Division, please disclose family members employed within your agency/department.

16. APPLICANT STATEMENT

(ATTENTION: Read the following certification and agreement before signing this application.)

KRISINDA CALVO AGUON

I, _____, hereby certify that all statements made on this application are true, complete

(PRINT NAME)

and correct to the best of my knowledge. I understand that any false or dishonest answer to any question on this application may be grounds for rating me ineligible for employment and removing my name from the list of eligibles, or rescinding an employment offer, or dismissing me after an appointment. I hereby authorize the use of my social security number for the purpose of record keeping and authorize any investigation of all statements made, my personal history, including checks of fingerprints, police records, to include but not limited to local and federal court job related convictions and former employers and all other information as deemed necessary to make a proper employment decision. I hereby release previous employers/related sources from legal liability for information they provide regarding my suitability for employment with the government of Guam.


SIGNATURE OF APPLICANT (sign in blue/black ink)

MAY 19, 2021

DATE



**Government of Guam
Department of Administration
Preference Points Request Form**



FORM A3

This form is used to award preference points for Veterans of the Armed Forces of the United States or the Guam Police Combat Patrol and Persons with a disability. This form is separate and apart from the job application. IF APPLYING FOR MORE THAN ONE POSITION, YOU MUST COMPLETE THIS FORM FOR EACH APPLICATION SUBMITTED IN ORDER TO RECEIVE CREDIT FOR EACH POSITION APPLIED.

NAME: KRISINDA CALVO AGUON	SOCIAL SECURITY NUMBER: [REDACTED]	POSITION TITLE: HUMAN SERV. PROG. ADM.	JOB ANNOUNCEMENT NO: DOA 95-21
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1. PREFERENCE POINTS FOR VETERANS OR POLICE COMBAT PATROL: Please indicate

- 5 preference points: (Provide DD-214 Member 4, which indicates service dates)
- 10 preference points: (Disabled Veteran) (Please provide U.S. Department of Veterans Affairs letter)
- Branch: _____ Type of Discharge: _____ Dates of Service: _____

2. PREFERENCE POINTS FOR PERSONS WITH DISABILITIES

Please indicate: 5 preference points (Attach Certification of Disability from Department of Public Health)

Date of Certification: _____

APPROVAL OF POINTS IS SUBJECT TO VERIFICATION. PLEASE SUBMIT YOUR APPROPRIATE DOCUMENTS SUCH AS DD214 MEMBER 4, V.A. SERVICE CONNECTED DISABILITY DOCUMENT, OR CERTIFICATION FROM PUBLIC HEALTH. FOR VETERANS, YOUR DOCUMENT MUST SHOW THAT YOU SERVED A MINIMUM OF 180 CUMULATIVE DAYS OF ACTIVE DUTY AND RECEIVED OTHER THAN A DISHONORABLE DISCHARGE. PLEASE SEE GENERAL INSTRUCTION PAGE FOR MORE INFORMATION. PLEASE NOTE, THESE PREFERENCE POINTS ARE ADDED TO AN APPLICANT'S PASSING SCORE, IT CANNOT BE USED TO QUALIFY AN OTHERWISE UNQUALIFIED APPLICANT.

APPLICANT STATEMENT

(ATTENTION: Read the following certification and agreement before signing this form.)

I, KRISINDA CALVO AGUON, hereby certify that all statements made on the preference point form are true, complete, and correct to the best of my knowledge. I understand that any false or dishonest answer to any question on this form may be grounds for rating me ineligible and removing my name from the list of eligibles, or rescinding an employment offer, or dismissing me after an appointment. I hereby authorize the Department of Administration to conduct an investigation of my personal, educational, financial, to include but not limited to local and federal court job related convictions or employment history and I authorize any former employer and any other person, firm corporation, institution or government agency to give the Department of Administration any information they may have about me. In consideration of the Department of Administration's review of my application for employment, I release the Department of Administration and all providers of information from liability as a result of furnishing or receiving this information.



 SIGNATURE OF APPLICANT
 (sign in blue/black ink)

 MAY 19, 2021
 DATE



**Government of Guam
Department of Administration
SUITABILITY DETERMINATION**



FORM A2

Name: KRISINDA CALVO AGUON	Social Security Number: [REDACTED]	Position Applied For: HUMAN SERVICES PROGRAM ADMINISTRATOR
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The following information will be used to determine your suitability for employment. Convictions, dismissals from employment, or dishonorable separations from military service do not mean automatic disqualification. In determining employment suitability, we will evaluate the circumstances of each individual case, keeping in mind the requirements of the position applied for. If more space is needed, attach an additional sheet and reference the appropriate question.

1. DISMISSAL FROM EMPLOYMENT/DISHONORABLE SEPARATIONS FROM MILITARY SERVICE
Within the past seven years, were you:

- Discharged (fired) from employment for any reason? YES NO
- Asked to resign (quit) after being informed that your employer intended to discharge (fire) you for any reason? YES NO
- Separated from military service under conditions other than honorable? YES NO

If "yes" to any of the questions above, please give:
Employer's Name/address: _____ N/A
Date of Action: _____ N/A Reason in Each Case: _____ N/A

2. CONVICTION FOR VIOLATION OF LAW

- Have you been convicted of one or more violations of law (e.g., felony, misdemeanor, etc.)?
In answering this question, also consider that you may answer "NO" if the following applies:
 - All offenses for which you were tried were as a minor or juvenile
 - All convictions were annulled or expunged (however see note below) YES NO

If you were previously convicted of a felony and had your conviction expunged, you are not eligible to be employed in any peace officer position (4 GCA 4203.1). In addition, if you were administratively pardoned of any crime, you are not eligible to be employed as a police officer (10 GCA 77114). Please do not apply for these positions.

- Have you ever been convicted of any act, attempt, or conspiracy to overthrow the State/Government of Guam or the federal government by force or violence? YES NO

If "yes" to any of the above, you must submit a local Police Clearance and Court Clearance, no older than one month from the application date. In addition, I hereby authorize the Department of Administration to also obtain information on convictions within the U.S. Federal Court System. Applicants selected for initial employment shall provide an updated Suitability Form (no later than 30 days of being selected) prior to a Pre-Employment Drug Test (if required) or if I'm convicted of any crimes AFTER submission of my application. Also you must attach an additional sheet of paper to this form explaining the incident including dates, circumstances, and the penalty imposed.

APPLICANT STATEMENT
(ATTENTION: Read the following certification and agreement before signing this form.)

I, KRISINDA CALVO AGUON, hereby certify that all statements made on this suitability form are true, complete, and correct to the best of my knowledge. I understand that any false or dishonest answer to any question on this form may be grounds for rating me ineligible and removing my name from the list of eligibles, or rescinding an employment offer, or dismissing me after an appointment. I hereby authorize the Department of Administration to conduct an investigation of my personal, educational, financial, to include but not limited to local and federal court job related convictions or employment history and I authorize any former employer and any other person, firm, corporation, institution or government agency to give the Department of Administration any information they may have about me. In consideration of the Department of Administration's review of my application for employment, I release the Department of Administration and all providers of information from liability as a result of furnishing or receiving this information.

 SIGNATURE OF APPLICANT MAY 19, 2021
(Sign in blue/black ink) DATE



**Government of Guam
Department of Administration
SUITABILITY DETERMINATION**



FORM A2

Name: KRISINDA CALVO AGUON	Social Security Number: [REDACTED]	Position Applied For: HUMAN SERVICES PROGRAM ADMINISTRATOR
--------------------------------------	---------------------------------------	--

The following information will be used to determine your suitability for employment. Convictions, dismissals from employment, or dishonorable separations from military service do not mean automatic disqualification. In determining employment suitability, we will evaluate the circumstances of each individual case, keeping in mind the requirements of the position applied for. If more space is needed, attach an additional sheet and reference the appropriate question.

I. DISMISSAL FROM EMPLOYMENT/DISHONORABLE SEPARATIONS FROM MILITARY SERVICE

Within the past seven years, were you:

- Discharged (fired) from employment for any reason?
- Asked to resign (quit) after being informed that your employer intended to discharge (fire) you for any reason?
- Separated from military service under conditions other than honorable?

<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

If "yes" to any of the questions above, please give:

Employer's Name/address: _____ N/A

Date of Action: N/A Reason in Each Cnse. N/A

2. CONVICTION FOR VIOLATION OF LAW

- Have you been convicted of one or more violations of law (e.g., felony, misdemeanor, etc.)? In answering this question, also consider that you may answer "NO" if the following applies
 - All offenses for which you were tried were as a minor or juvenile
 - All convictions were annulled or expunged (however see note below)

<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
------------------------------	--

If you were previously convicted of a felony and had your conviction expunged, you are not eligible to be employed in any peace officer position (4 GCA 4203.1). In addition, if you were administratively pardoned of any crime, you are not eligible to be employed as a police officer (10 GCA 77114). Please do not apply for these positions.

- Have you ever been convicted of any act, attempt, or conspiracy to overthrow the State Government of Guam or the federal government by force or violence?

<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
------------------------------	--

If "yes" to any of the above, you must submit a local Police Clearance and Court Clearance, no older than one month from the application date. In addition, I hereby authorize the Department of Administration to also obtain information on convictions within the U.S. Federal Court System. Applicants selected for initial employment shall provide an updated Suitability Form (no later than 30 days of being selected) prior to a Pre-Employment Drug Test (if required) or if I'm convicted of any crimes AFTER submission of my application. Also you must attach an additional sheet of paper to this form explaining the incident including dates, circumstances, and the penalty imposed.

APPLICANT STATEMENT

(ATTENTION: Read the following verification and agreement before signing this form.)

I, KRISINDA CALVO AGUON , hereby certify that all statements made on this suitability form are true, complete, and correct to the best of my knowledge. I understand that any false or dishonest answer to any question on this form may be grounds for rating me ineligible and removing my name from the list of eligibles, or rescinding an employment offer, or dismissing me after an appointment. I hereby authorize the Department of Administration to conduct an investigation of my personal, educational, financial, to include but not limited to local and federal court job related convictions or employment history and I authorize any former employer and any other person, firm, corporation, institution or government agency to give the Department of Administration any information they may have about me. In consideration of the Department of Administration's review of my application for employment, I release the Department of Administration and all providers of information from liability as a result of furnishing or receiving this information.

 Krisinda Calvo Aguon
SIGNATURE OF APPLICANT
(sign in blue/black ink)

 MAY 19, 2021
DATE
 21/5/2021

KRISINDA C. AGUON

PROFESSIONAL SUMMARY

Experienced and accomplished Deputy Director and educator with over 21 years of proficiencies in early childhood, elementary and high school education, special education, individualized education plan formulation and implementation, school to work transitioning, educational mentoring, coordination and application of social services, educational leadership, organizational and supervisory experiences dedicated to continued curricular and organizational progress, process improvements, facilitation of professional growth and certification, proactivity and academic perseverance in ever changing career industries.

EMPLOYMENT EXPERIENCE

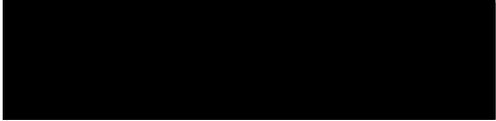
DEPUTY DIRECTOR

Date of Employment : October 20, 2018 to present
Department of Youth Affairs
169 San Isidro Street Mangilao, Guam 96923

Duties and Responsibilities:

- Plan, direct, coordinate, administer and evaluate the day-to-day activities, services and programs of the Youth Correctional Facilities, Administrative Services Unit and the Youth Development Division of the Department of Youth Affairs
- Apply, implement and decide actions in regards to local laws, regulation, polices and programmatic guidelines
- Advise and assist in preparation the annual budget and presentation to the budget committee in accordance with laws and administrative guidelines.
- Advise and oversee developing and implementing divisional processes and standard operating procedures
- Advise and assist in the coordination of division functions (Division of Special Services, Administrative Services Unit, Youth Development Division) and activities with governmental agencies, public and private industries
- Advise and make recommendations on policy and program development related to division matters and the Department of Youth Affairs
- Research, advisement and collaboration with identified safety officer in regards to availability and participation in professional development, local and federal training, and recertification (Federal Emergency Management Agency, Guam Community College, Department of Corrections, university of Guam, Red Cross, New Mexico Tech, etc.)

KRISINDA C. AGUON



- Identify problems and formulate solutions to ongoing budgetary, logistical and financial matters
- Provide leadership to division administrators to develop and train highly competent, service-oriented staff, through training and day-to-day management practices that support the department's mission, objectives, and service objectives (i.e. Peace Officer Standards and Training Commission (POST), Special Operations Response Team (SORT), Cell Extraction Training, Prison Rape Elimination Act (PREA), etc.)
- Participate in programs and activities that promote work place diversity and a positive employee relations environment
- Prepare and submit personnel performance evaluations
- Determine agency wide priorities in regard to programmatic compliance (Prison Rape Elimination Act, Office of Juvenile Justice, etc.), its applicable laws and policies.
- Determine, research and provide a network of resources to maintain compliance with federal mandates (training, National Institute of Corrections, Office of Juvenile justice, PREA, National Criminal Justice Training Center, etc.)
- Prepare, present and maintain reports, recommendations, and information to the Guam Legislature, Judicial Agencies, Government of Guam Agencies, Office of Juvenile Justice and Delinquency Program, Federal Programs and other citizen/community groups
- Participate in planning and preparation of applicable local and federal grants, grant applications, programmatic implementations, negotiations, contracts and agency agreements (memorandums of agreements, memorandums of understanding, etc.)
- Collaborate with various outreach groups and agencies that service our youth (i.e. Department of Education, Sanctuary, Liheng Fama'gu'on, I Fama'gu'on-ta, Mandana Task Force, Guam Police Department, etc.)
- Collaborate with educators within the Liheng Famagu'on program (DOE funded DYA school site program) in regards to programmatic needs and site provisions
- Collaborate with human service professionals (social workers, counselors, doctors, therapists, etc.) to identify client needs and services
- Collaborate with various entities to coordinate and implement social and welfare services applicable client needs
- Evaluate coordinated efforts and delivery of client services, community resources and other applicable needs.
- Participate and collaborate in client case reviews and updates with social workers, counselors, doctors, therapists, educators, youth development supervisors and agency representatives regarding the administration of program services that promote the general welfare and address the needs of clients remanded to the Youth Correctional Facility or as participants of the Youth Center After Care programs
- Attend court hearings when summoned to represent the Department of Youth Affairs, its practices and services for clients

KRISINDA C. AGUON

- Advise and oversee the Department of Youth Affairs Resource Centers, its functions, activities and community coordinated affairs and outreach (Kattan Resource Center, Haya Resource Center, Lagu Resource Center)
- Collaborate with Government wide agencies in reference to the needs of the Department of Youth Affairs (Mayors Council of Guam, Public Health and Social Services, Guam Behavioral Health and Wellness Center, Guam Housing and Urban Renewal Authority, etc.)
- Collaborate, communicate and work effectively with federal and local counterparts, the media and other relevant persons.

INSTRUCTIONAL COACH

Date of Employment : August 18, 2016 to October 2017

Juan Q. San Miguel Elementary School

491 Clara Road MongMong, Guam 96927

Duties and Responsibilities:

- Assist teachers with instruction through non-evaluative observation and provide feedback
- Assist teachers with administering student assessments
- Analyze and present student data
- Assist and support school administrators with professional learning communities
- Provide professional development on various education topics and needs for teachers
- Assist and support teachers on implementations of educational strategies and programs
- Network with community wide partnerships that will benefit students and their basic needs
- Organize and schedule teacher assistant support for teachers at the school site
- Provide training and development on district-wide curricular implementations
- Observe teachers for evaluation and/or improvements of their teaching methods and techniques
- Prepare and maintain reports of staff observations and progress in compliance with applicable curricular guidelines.
- Communicate and prepare reports relevant to employee evaluations and professional development
- Coordinate professional development and supports for new teachers
- Provide professional development for staff members involved in curricular content

CONSULTING RESOURCE TEACHER

Date of Employment : August 2010 to August 17, 2016
John F. Kennedy High School
Tamuning, Guam

Duties and Responsibilities:

- Compile academic information for students with special needs
- Act as a liaison between the school, the Division of special education and other agencies such as Mental Health, Public Health, Department of Youth Affairs, etc. for the provision of services for students with disabilities
- Ensure appropriate referrals are made and coordinate assessment efforts
- Schedule eligibility meetings, initial IEP placement meetings, IEP review meetings and re-evaluation meetings
- Facilitate the dissemination of notices to all members of the IEP team for necessary meetings
- Complete and process all required documents related to the IEP process and ensure that all parents and the school receive appropriate copies
- Document all team meetings and ensure that documents are appropriately filed in the Data office and in the school cumulative folders
- Assist the school and parents in exploring appropriate interventions for students or children who are identified as experiencing difficulties in school, at home or in the community
- Facilitate in the identification of the areas of suspected disability and the composition of the assessment team
- Provide technical assistance to program teachers including but not limited to scheduling meetings, modification implementation, IEP issues, communication with parents and retention issues
- Maintain on-going communication with the Division of Special Education concerning the status of services within the schools
- Provide an orientation to staff regarding referral procedures and access to services
- Facilitate annual meeting for students with individualized education plans
- Assist teachers with implementation of academic goals for students with special needs
- Provide teachers with academic information relevant to student's goals and objectives
- Provide consultation and monitoring of students with the academic teams
- Compile data and information for individualized education plans
- Network with community-wide partners relevant to job placements for student with special needs
- Meet with IEP team members to formulate transition plans for student with special needs

KRISINDA C. AGUON

- Communicate with parents/guardians of students with special needs in regards to academic progress
- Collaborate with human services professional, community groups, non-profit organizations, public and private entities to plan and implement current academic goals, post-secondary goals and objectives and social services.
- Evaluate implemented individualized social and educational plans.
- Planning and implementation of worksite placement and academic progress in relation to student's identified post-secondary goals
- Coordinate wrap around services for students in need

TRANSITION TEACHER

Date of Employment : August 2009- August 2010
John F. Kennedy High School
Tamuning, Guam

Duties and Responsibilities:

- Facilitate annual meetings in regards to school to work placements for students with special needs
- Collaborate with academic team, members regarding student transition plans
- Assist teachers in providing support for implementation of student transition plans
- Provide and assist teachers in preparing mandated forms, documents and information regarding academic services, social services and other related and applicable services
- Network with the community and businesses in an effort to provide school to work experience for students with special needs
- Meet with community partners in regards to student transition and progress
- Communicate with parents/guardians in regards to student progress
- Provide training to students on basic job skills and expectations
- Coordinate trainings and presentations with post-secondary schools to assist with school to work transitions
- Collaborate with IEP team on an annual basis to create individualized education plans for students with special needs
- Plan, Prepare and maintain individualized education plans
- Prepare reports, present and update on student's academic and social progress and other information required during court proceedings
- Plan, prepare and report findings of inquiries in response to Individuals with Disabilities education Act (IDEA) State Office

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- Prepare, report and provide evidence of compliance in regards to student's individualized education plan
- Prepare, report and provide evidence of applicable social services, wrap around services, therapeutic services and other related services as indicated in individualized education plans

SCHOOL ADMINISTRATOR (ACT. ASST. PRINCIPAL)

Date of Employment : July 2004- August 2009

Guam Department of Education (Lyndon B. Johnson Elementary School, Finegayan Elementary School, Agana Heights Elementary School and Chief Brodie Elementary School)

Duties and Responsibilities:

- Assist school principal in administering the instructional programs and activities including supervision of teachers, custodial and clerical employees, pupil accounting, attendance records, requisitions and property
- Assist in the observation of teachers for evaluation and/or improvements of their teaching methods and techniques
- Assist in the compilation of information for the preparation of the school budget
- Act as a liaison between the school and the department on matters concerning transportation for students
- Attend meetings related to the administration of the school
- Maintain and oversee disciplinary procedures; keep records of disciplinary actions; confer with pupils, teachers, parents in matters concerning students and take appropriate measures
- Supervise the preparation of school handbooks
- Assist in personnel staffing
- Hiring and maintaining of personnel
- Establish community and government wide partnerships
- Assist in creating and defending annual budget
- Facilitate individualized education plan meetings and collaborate with team members
- Advocate for student rights to free and appropriate education
- Mediate between parents and school in regards to concerns and disputes
- Oversee all leadership duties, safety and welfare in the absence of the principal
- Collaborate and network with local and federal entities in regards to school preparation, logistical assistance, other activities

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- Prepare annual schedules, personnel needs, professional development and other related tasks
- Determine and carryout schoolwide preparation, safety requirements and other logistical necessities
- Collaborate and carry out duties pertaining to school site accreditation
- Evaluate personnel in relation to their job description, duties and responsibilities
- Perform other related duties

TEACHER

Date of Employment : January 1998- July 2004

B.P. Carbullido Elementary School

Barrigada, Guam

Duties and Responsibilities:

- Prepare for and implement the adopted curriculum as mandated by the Guam Department of Education
- Plan, prepare and deliver lessons to all students
- Teach and educate students according to their educational needs, abilities and attainment potential of individual students
- Assign and grade tasks completed by students
- Assess, record and report on the development, progress and behavior of students
- Provide or contribute to oral and written assessments, reports and references relating to all students
- Promote the general well-being and progress of individual students or group of students
- Provide guidance and advice to students on education and social matters
- Communicate with parents or guardians regarding student academic or social progress, issues or concerns
- Seek academic or behavioral interventions as necessary
- Communicate or consult with school administrators or staff members to ensure the student's best interest
- Participate in professional development and building professional capacity through adoption and implementation of various teaching strategies and curriculums
- Ensure safety and well-being of all students
- Monitor student attendance and assist parents in ensuring daily attendance
- Seek assistance through community wide partnerships to provide assistance with student needs

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- Provide individualized instruction to meet all student's needs
- Collaborate with all stakeholders
- Adhere to all duties and responsibilities specified by the Guam Department of Education
- Implement individualized education plans for students with special needs
- Prepare and report on academic progress for children with special needs
- Collaborate, coordinate and implement student academic and social services plans with service providers, counselors, therapists, etc.
- Evaluate, prepare and provide academic progress and quarterly reports as mandated
- Collaborate with parents, administrators, stakeholders and social services providers when applicable in reference to student progress and needs

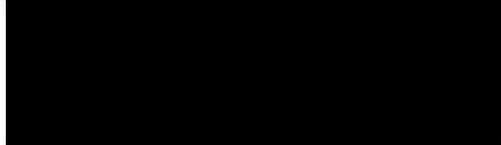
DAY CARE PROVIDER

Date of Employment : January 1996- August 1997
Adventures in Learning Child Development Center
Yona, Guam

Duties and Responsibilities:

- Prepare for and implement the adopted curriculum and schedule as mandated by Adventures in Learning CDC
- Plan, prepare and deliver lessons to all students
- Teach and educate students according to their educational needs, abilities and attainment potential of individual students
- Provide or contribute to oral and written assessments, reports and references relating to all students
- Promote the general well-being and progress of individual students or group of students
- Provide guidance and advice to students on education and social matters
- Communicate with parents or guardians regarding student academic or social progress, issues or concerns
- Seek academic or behavioral interventions as necessary
- Communicate or consult with director or staff members to ensure the student's best interest
- Participate in professional development and building professional capacity through adoption and implementation of various teaching strategies and curriculums
- Ensure safety and well-being of all students
- Monitor student attendance and assist parents in ensuring daily attendance
- Provide individualized instruction to meet all student's needs

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HEAD TEACHER/DAY CARE PROVIDER

Date of Employment : January 1993- February 1995
The Little Children's Center
Tamuning, Guam

Duties and Responsibilities:

- Prepare for and implement the adopted curriculum and schedule as mandated by The Little Children's Center
- Review applicants and enrollment status of incoming children
- Monitor immunization records and submissions to public health
- Oversee facility inspection in the absence of the director
- Create daily student schedules
- Prepare and implement employee schedules
- Prepare payroll and documentation
- Open and close facility
- Plan, prepare and deliver lessons to all students
- Teach and educate students according to their educational needs, abilities and attainment potential of individual students
- Provide or contribute to oral and written assessments, reports and references relating to all students
- Promote the general well-being and progress of individual students or group of students
- Provide guidance and advice to students on education and social matters
- Communicate with parents or guardians regarding student academic or social progress, issues or concerns
- Seek academic or behavioral interventions as necessary
- Communicate or consult with director or staff members to ensure the student's best interest
- Participate in professional development and building professional capacity through adoption and implementation of various teaching strategies and curriculums
- Ensure safety and well-being of all students
- Monitor student attendance and assist parents in ensuring daily attendance
- Provide individualized instruction to meet all student's needs

EDUCATION, CERTIFICATIONS AND TRAININGS

George Washington Senior High School

High School Diploma
Mangilao, Guam, 96923
June 6, 1991

University of Guam

Bachelor of Arts in Early Childhood and Elementary Education
University Drive, Mangilao, Guam, 96923
December 19, 1997

Guam Department of Education

Early Childhood (Master Equivalency Certification)
Expiration: August 14, 2022

National Council for Behavioral Health

Youth Mental Health First Aid
Expiration: January 31, 2023

Guam Behavioral Health and Wellness

Strength-Based Wrap Around Process
Certificate of Achievement
June 17, 2016

FEMA Emergency Management Institute

National Incident Management Systems (NIMS)
Program Certificate
April 2, 2018

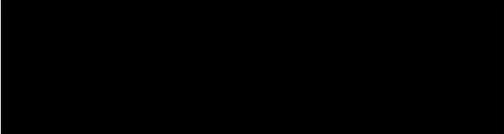
FEMA Emergency Management Institute

Introduction to Incident Command Systems
Program Certificate
April 2, 2018

New Mexico Tech

Incident Response to Terroristic Bombings (IRTB)
Program Certificate
April 12, 2018

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University of Guam
Ethics in Government
Certificate of Completion
January 4, 2019

New Mexico Tech
Prevention of and Response to Suicide Bombing Incidents
Program Certificate
November 8, 2019

Office of Juvenile Justice and Delinquency Prevention
Secondary Trauma & Traumatic Stress
Certificate of Attendance
June 4, 2020

Office of Juvenile Justice and Delinquency Prevention
Secondary Trauma & Traumatic Stress: Physical Signs and Symptoms
Certificate of Attendance
June 18, 2020

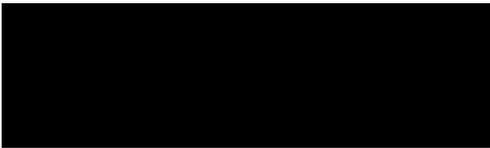
National Institute of Corrections
PREA: Your Role Responding to Sexual Abuse
Certificate of Completion
July 12, 2020

National Institute of Corrections
PREA: Investigating Sexual Abuse in a Confinement Setting
Certificate of Completion
July 12, 2020

National Institute of Corrections
Communicating Effectively and Professionally with LGBTI Offenders
Certificate of Completion
July 16, 2020

National Institute of Corrections
Respectful Communication with LGBTQI Youth
Certificate of Completion
July 16, 2020

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National Institute of Corrections

PREA: Preventing and Addressing Sexual Abuse in Tribal Detention Facilities

Certificate of Completion

July 16, 2020

National Institute of Corrections

PREA for Community Confinement Facilities

Certificate of Completion

July 16, 2020

National Institute of Corrections

PREA: Investigating Sexual Abuse in a Confinement Setting: Advanced Investigations

Certificate of Completion

July 27, 2020

FEMA Emergency Management Institute

Safer, Stronger, Smarter: A Guide to Improving School Natural Hazard Safety

Program Certificate

August 3, 2020

FEMA Emergency Management Institute

Reducing the Risks of Nonstructural Earthquake Damage

Program Certificate

August 5, 2020

Guam Coalition Against Sexual Assault and Family Violence

Supporting Incarcerated Survivors of Sexual Abuse Advocate Training

Certificate of Attendance

August 13, 2020

RTI International-University of North Carolina

The Value of Social Capital Developing Organic Connections, Peer Supports, and Accountability

Certificate of Attendance

August 18, 2020

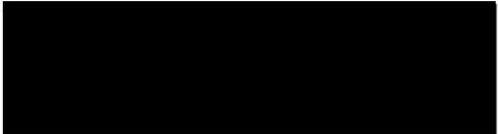
National Criminal Justice Training Center

Introduction to Cognitive Behavioral Therapy/Skill Development

Program Certificate

August 19, 2020

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MENTOR international
Capacity Building Strategies for Smaller Mentoring Programs
Program Certificate
August 27, 2020

National Institute of Corrections
Difficult People: Strategies to Keep Everyone Working Together
Certificate of Completion
August 27, 2020

Guam Behavioral Health and Wellness
Promoting Culturally Responsive Treatment and Recovery
Certificate of Attendance
September 20, 2020

Guam Coalition Against Sexual Assault and Family Violence
Community Advocate Training and Creating Change through a Coordinated Community Response
Certificate of Attendance
September 25, 2020

Johns Hopkins University
Covid-19 Contact Tracing
October 19, 2020

Guam Coalition Against Sexual Assault and Family Violence
Addressing Safety and technology in Virtual Spaces
Certificate of Attendance
October 29, 2020

Guam Coalition Against Sexual Assault and Family Violence
Addressing Support for All Sexual Assault Survivors
Certificate of Attendance
October 29, 2020

Addiction Technology Transfer Center Network-Substance Abuse and Mental Health Services Administration
The Epidemiology of Adolescent Substance Abuse
Certificate of Attendance
November 17, 2020

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NORC-University of Chicago
Addressing the Intersection of Substance Abuse, Use and Suicide
Certificate of Attendance
December 7, 2020

NORC-University of Chicago
SBIRT and Sexual and Gender Minority
Certificate of Attendance
December 7, 2020

NORC-University of Chicago
Adolescents, Young Adults and Opioid Use
Certificate of Attendance
December 7, 2020

Addiction Technology Transfer Center Network-Substance Abuse and Mental Health Services Administration
The Impact of Substance Abuse on the Developing Adolescent Brain
Certificate of Attendance
December 11, 2020

Addiction Technology Transfer Center Network-Substance Abuse and Mental Health Services Administration
Substance Use Interventions for Adolescents and Transitional Age youth
Certificate of Attendance
December 15, 2020

NORC-University of Chicago
Substance Use Screening Tools for Adolescents
Certificate of Attendance
December 16, 2020

NORC-University of Chicago
Brief Intervention for Adolescents Part I
Certificate of Attendance
December 16, 2020

NORC-University of Chicago
Brief Intervention for Adolescents Part II
Certificate of Attendance
December 17, 2020

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NORC-University of Chicago

Discussing Options and referring Adolescents to Treatment
Certificate of Attendance
December 17, 2020

NORC-University of Chicago

Adolescent and Substance Use: Contemporary Trends in Prevention and Treatment
Certificate of Attendance
December 30, 2020

Guam Coalition Against Sexual Assault and Family Violence

Identifying and Responding to Stalking
Certificate of Attendance
February 5, 2021

National Criminal Justice Training Center (Fox Valley Technical College)

Promoting Your Prevention Activities
Certificate of Attendance
February 20, 2021

National Criminal Justice Training Center (Fox Valley Technical College)

Youth Engagement Strategies
Certificate of Attendance
February 20, 2021

Addiction Technology Transfer Center Network-Substance Abuse and Mental Health Services Administration

Integrating Grief and Loss Conversations into the SBIRT Model
Certificate of Attendance
March 1, 2021

National Criminal Justice Training Center (Fox Valley Technical College)

10 Myths of Sexual Assault
Certificate of Attendance
March 09, 2021

NORC-University of Chicago

Addressing the Intersection of Substance Use and Suicide: Strategies for Prevention, Intervention, and Treatment
Certificate of Attendance
March 10, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Ask the expert: What Does It Mean to be Victim Centered?
Certificate of Attendance
March 19, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
A Case Study: "We Got Taylor" The Story of an Abused 3-Year-Old Boy
Certificate of Attendance
March 22, 2021

Addiction Technology Transfer Center Network-Substance Abuse and Mental Health Services Administration
Substance Use Interventions for Adolescents and Transitional Age Youth
Certificate of Attendance
April 7, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Interviewing Children with Disabilities Part I
Certificate of Attendance
April 10, 2021

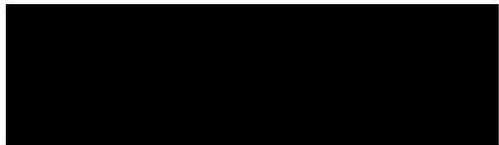
National Criminal Justice Training Center (Fox Valley Technical College)
Interviewing Children with Disabilities Part II
Certificate of Attendance
April 10, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
I Take it Back: When a Child Recants Allegations of Sexual Abuse
Certificate of Attendance
April 18, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Safety Planning for Victims of Child Abuse
Certificate of Attendance
April 18, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Introduction to Policy Development
Certificate of Attendance
April 22, 2021

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National Criminal Justice Training Center (Fox Valley Technical College)
A Model for Developing Your Resiliency Program
Certificate of Attendance
April 22, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Explaining ICAC Resources to Child Advocacy Centers
Certificate of Attendance
April 22, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Process to Support Policy Development and Implementation
Certificate of Attendance
April 23, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Policy Development Key Inclusions, Resources, and Implementation
Certificate of Attendance
April 23, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Improving Question Frameworks in Child Interviews
Certificate of Attendance
April 24, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Attending to Risk and Needs in Treatment
Certificate of Attendance
April 24, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
What Every New Child Abuse Interviewer Should Know and How Experienced Interviewers Can Help Them
Certificate of Attendance
April 24, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
The Long reach of Intergenerational Trauma
Certificate of Attendance
April 25, 2021

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National Criminal Justice Training Center (Fox Valley Technical College)

What is Trauma?

Certificate of Attendance

April 25, 2021

National Criminal Justice Training Center (Fox Valley Technical College)

Introduction to Cognitive Behavioral Therapy/Skill Development

Certificate of Attendance

April 25, 2021

National Criminal Justice Training Center (Fox Valley Technical College)

Motivational Interviewing 101

Certificate of Attendance

April 25, 2021

National Criminal Justice Training Center (Fox Valley Technical College)

Restorative Justice/Restorative Practices-Part 1

Certificate of Attendance

April 25, 2021

National Criminal Justice Training Center (Fox Valley Technical College)

Restorative Justice/Restorative Practices-Part 2

Certificate of Attendance

April 25, 2021

National Criminal Justice Training Center (Fox Valley Technical College)

Restorative Justice/Restorative Practices-Part 3

Certificate of Attendance

April 25, 2021

National Criminal Justice Training Center (Fox Valley Technical College)

Interacting with Traumatized Clients

Certificate of Attendance

April 25, 2021

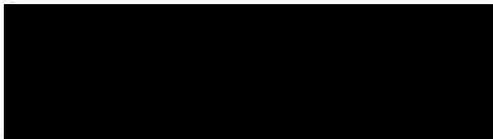
National Criminal Justice Training Center (Fox Valley Technical College)

What do Victim-Survivor Service Professionals Need to Know About Corrections

Certificate of Attendance

April 26, 2021

KRISINDA C. AGUON



National Criminal Justice Training Center (Fox Valley Technical College)
Victim-Centered Strategies for Effective Working Relationships
Certificate of Attendance
April 26, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Reducing Recidivism Improving Supervision Outcomes for FASD Probationers
Certificate of Attendance
April 27, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Introduction to Implementation Science for Enhancing Victim Services
Certificate of Attendance
April 27, 2021

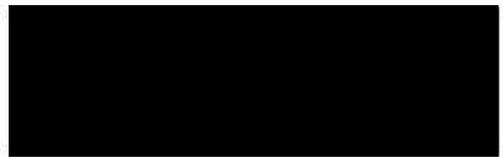
National Criminal Justice Training Center (Fox Valley Technical College)
Introduction to Evidence-Based Practices in Corrections: What Works in Changing Offender Behaviors
and Protecting Victims
Certificate of Attendance
April 27, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Child Abduction Response Team (CART) Overview
Certificate of Attendance
April 28, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
The Importance of CART Training: A Family Perspective
Certificate of Attendance
April 28, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Identifying and Utilizing CART Resources for an Effective Collaborative Response
Certificate of Attendance
April 28, 2021

National Criminal Justice Training Center (Fox Valley Technical College)
Victim Centeredness and Community Notification and Education
Certificate of Attendance
April 30, 2021



SKILLS AND APTITUDES

- Basic proficiency in Microsoft Office (Word, Excel, Publisher, PowerPoint)
- Basic proficiency in educational web designing (online resources, Weebly, etc.)
- Collaborative
- Adaptable
- Self-Motivated
- Leadership
- Organized
- Use of individual/group scheduling tools
- Basic proficiency in use of Live Binders
- Word Processing
- Use of online presentation formats (Prezi)
- Establishment of community partnerships (school to work/student placement)
- Use of educational standards observation tools (i.e. McRel Walkthrough)
- Knowledge of facilitation and implementation of individualized education plans
- Knowledge of Transition plan implementations and partnerships

PROFESSIONAL REPRESENTATION AND MEMBERSHIP

Pacific Resources for Education and Learning:

- Majuro (2005 Pacific Educational Conference presenter)
- Palau (2007 Pacific Educational Conference, Guam Chair Person and presenter)

National Association of the Education of Young Children (Participant)

Guam Leadership Academy (Participant)

Positive Behavior Intervention Strategies- School cadre representative

Classroom Instruction the Works (CITW)- School representative

Mentor and Coach Training and School Leadership (2017)

Instructional Coach Framework Cadre

Department of Education District Wide Professional Development Cadre

J.Q. San Miguel Professional Development Cadre (Chair)

Lani Kate Program Curriculum (School Representative)

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Guam Workforce Development Board (Agency Representative)

Juvenile Justice and Delinquency Prevention State Advisory Group (Member)

Criminal Justice Automation Commission (Member)

Peace Officers Standards and Training Commission (Member)

DYA Prison Rape Elimination Act Coordinator (Alternate)

DYA Prison Rape Elimination Act Coordinator (2021)

Guam Homeless Coalition Member (2021)

Government of Guam Summer Youth Employment Liaison (2021)

2021 Government of Guam Relay for Life Steering Committee (Member)

Council of Juvenile Justice Administrators (Member)

REFERENCES

MELANIE W. BRENNAN

Guam Department of Youth Affairs Director



CORRINE BUENDICHO

Youth Development Administrator



DAVID T. AFAISEN, JR.

Guam Department of Youth Affairs Superintendent



SHAWN NELSON

Guam Department of Youth Affairs Youth Service Worker II



UNIVERSITY OF BUAM

Upon recommendation of the Faculty of the

College of Education

has conferred upon

Krisinda Karren Alendia Galvo

the Degree of

**Bachelor of Arts in Education
in Early Childhood/Elementary Education**

with all the Honors, Rights, and Privileges appertaining thereto.

Given at Mangilan, in the Territory of Buam

December 19, 1997



Wendy D. ...
Dean of the College of Education

...
President of the University

...
Dean

George Washington Senior High School

This Certificate That

Krisinda Farmen Merdiola Dalba

*has satisfactorily completed the Course of Study prescribed by the
Department of Education and the Board of Education
for the High School and is therefore entitled to this*

Diploma

*Given under our hands at **Taguig, Luzon.***

June, 1991

Anita L. Subido
Director of Education

Barbara S. Greenberg
Assistant Superintendent, Greenberg



Josefa A. M. Bayat
Principal

Joseph K. Aguirre
Chairman, Secretarial Board of Teachers



**GUÅHAN KUMISION SETTEFIKASION PARA I MANMANIDUKA
GUÅHAN COMMISSION FOR EDUCATOR CERTIFICATION**

CERTIFICATE LEVEL: 3

CERTIFICATE No: 12-06-5555-2022 Initial

Having fully complied with the requirements of the

GUÅHAN COMMISSION FOR EDUCATOR CERTIFICATION

Krisinda C. Agnon

is hereby granted this certificate authorizing the holder to perform the services specified hereon in the Schools of Guåhan for the period of time indicated, subject to the conditions prescribed and unless revoked by lawful authority.

MASTER EDUCATOR

Early Childhood Pre K-2 and Elementary K-6****

Issued: August 15, 2012

Expires: August 14, 2022

ASUNCION P. GUERRERO
GCEC Chairperson

MARISSA BLAS
GCEC Certification Officer

NOTE: Any entry pertaining to endorsement after the line of typed asterisks (****) is void. Any alteration shall void the certificate. This certificate is printed on security paper and will display "VOID" when reproduced. Holders of Professional II certification prior to August 9, 2007 will renew to Master Educator in accordance with BP 1000.2.
Level 1=Certificate Level; 2= Bachelor's Degree; 3= Master's Degree; 4= Terminal Degree; 5= Terminal Degree; Other (specified)



Amberita of Boram
Amibetsedat Buanhan
School of Business and Public Administration



CERTIFICATE OF COMPLETION

This Certificate is presented to

KRISINDA C. AGUON

Is hereby awarded this certificate for successfully completing the
Ethics in Government Training

In accordance with GCA subsection 15409

Conducted on the 4th day of January 2019

John J. Rivera, Ph.D

Dean of the School of Business and Public Administration

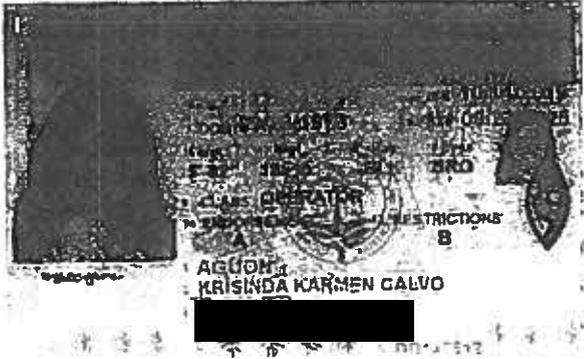
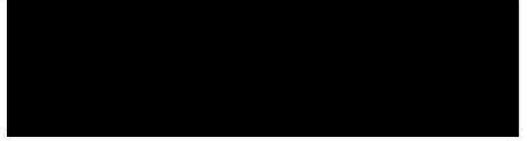
Annette T. Santos, D.B.A.

Associate Dean of the School of Business and Public Administration

Ronald L. McNinch, Ph.D

*Dean Emeritus
Distinguished Chair in Public Administration, UOG/President
School of Business and Public Administration*

KRISINDA C. AGUON



KRISINDA C. AGUON

Victim Centeredness And Community Notification And Education

4/30/2021



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

KRISINDA C. AGUON

Identifying and Utilizing CART Resources for an Effective Collaborative Response

4/28/2023 (60 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda C. Aquon

The Importance of CART Training: A Family Perspective

4/28/2021 (75 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

KRISINDA C. AGUON

Child Abduction Response Team (CART) Overview

4/28/2021 (60 minutes)



Bradley Russ

Executive Director

National Criminal Justice Training Center

Fox Valley Technical College



Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer

Fox Valley Technical College

Krisinda C. Aquon

Introduction to Evidence-Based Practices in Corrections: What Works in
Changing Offender Behaviors and Protecting Victims

4/27/2021 (90 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr: Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

KRISINDA C. AGUON

Introduction to Implementation Science for Enhancing Victim Services

4/27/2021 (75 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

KRISINDA C. AGUON

Reducing Recidivism Improving Supervision Outcomes for FASD
Probationers

4/27/2021 (75 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

KRISINDA C. AGUON

Victim-Centered Strategies for Effective Working Relationships

4/26/2021



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

KRISINDA C. AGUON

Ask the Expert: What do Victim-Survivor Service Professionals Need to Know about Corrections

4/26/2021 (60 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda C. Aguon

Interacting With Traumatized Clients

4/25/2021



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

KRISINDA C. AGUON

Restorative Justice / Restorative Practices - Part 3

4/25/2021



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda C. Aguon

Restorative Justice / Restorative Practices - Part 2

4/25/2021



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda C. Aguon

Restorative Justice / Restorative Practices - Part 1

4/25/2021



Bradley Russ
Executive Director

National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer

Fox Valley Technical College

Krisinda Aguon

Motivational Interviewing 101

4/25/2024 (90 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College

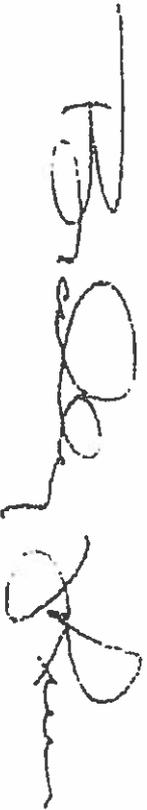


Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda C. Aguon

Introduction to Cognitive Behavioral Therapy/Skill Development

4/25/2021



Bradley Russ

Executive Director

National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer
Fox Valley Technical College

Krisinda Aguon

What Is Trauma?

4/25/2021



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College

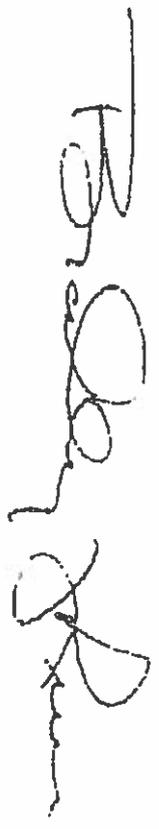


Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

KRISINDA C. AGUON

The Long Reach of Intergenerational Trauma

4/25/2021 (45 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda C. Aguon

What Every New Child Abuse Interviewer Should Know and How
Experienced Interviewers Can Help Them

4/24/2021 (90 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda Aguon

Ask the Expert - Attending to Risk and Needs in Treatment

4/24/2021 (75 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda C. Aguon

Improving Question Frameworks in Child Interviews

4/24/2021



Bradley Russ

Executive Director

National Criminal Justice Training Center

Fox Valley Technical College



Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer

Fox Valley Technical College

Krisinda C. Aguon

Process To Support Policy Development And Implementation

4/23/2021



Bradley Russ

Executive Director

National Criminal Justice Training Center

Fox Valley Technical College



Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer

Fox Valley Technical College

Krisinda C. Aguon

Explaining ICAC Resources to Child Advocacy Centers

4/22/2021



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda C. Aguon

The NCMEC Safeguard Program: A Model for Developing Your Resiliency Program

4/22/2021



Bradley Russ

Executive Director

National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer
Fox Valley Technical College

KRISINDA C. AGUON

Introduction To Policy Development

4/22/2021 (75 minutes)



Bradley Russ

Executive Director

National Criminal Justice Training Center

Fox Valley Technical College



Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer

Fox Valley Technical College

KRISINDA C. AGUON

I Take it Back: When a Child Recants Allegations of Sexual Abuse

4/18/2021 (105 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



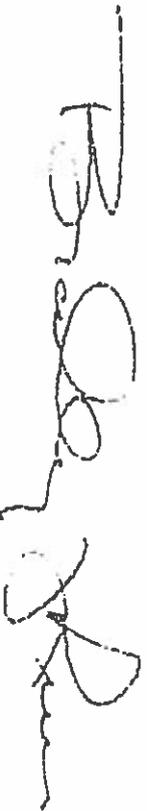
Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Certificate of Attendance
Recorded Webinar

Krisinda C. Aguon

Safety Planning for Victims of Child Abuse

4/18/2021



Bradley Russ
Executive Director

National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services

Chief Academic Officer
Fox Valley Technical College

KRISINDA C. AGUON

I Take it Back: When a Child Recants Allegations of Sexual Abuse

4/18/2021 (105 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College

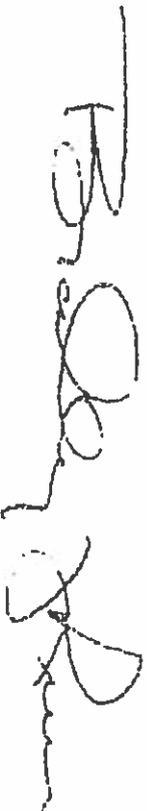


Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda C. Aguon

Part 2 Child Interviewing Strategies

4/10/2021 (75 minutes)



Bradley Russ

Executive Director

National Criminal Justice Training Center

Fox Valley Technical College



Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer

Fox Valley Technical College

Krisinda C. Aguon

Part 1 Interviewing Children with Disabilities

4/10/2021 (90 minutes)



Bradley Russ

Executive Director

National Criminal Justice Training Center

Fox Valley Technical College



Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer

Fox Valley Technical College

KRISINDA AGUON

A Case Study: "We Got Taylor" The Story of an Abused 3-Year Old Boy

3/22/2021



Bradley Russ

Executive Director

National Criminal Justice Training Center

Fox Valley Technical College



Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer

Fox Valley Technical College

NCJTC

Certificate of Attendance
Recorded Webinar

Krisinda C. Aguon

Ask the Expert: What Does it Mean to be Victim-Centered?

3/19 2021 (60 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College



NCJTC
NATIONAL CRIMINAL JUSTICE TRAINING CENTER

Certificate of Attendance

Recorded Webinar

Krisinda C. Aguon

Ask the Expert: What Does it Mean to be Victim-Centered?

3/19/2021 (60 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College



Certificate of Attendance

KRISINDA CAGUON

has participated in the webinar

Addressing the Intersection of Substance Use and Suicide:
Strategies for Prevention, Intervention, and Treatment

on March 16, 2023 for 1.5 hours



Misti Storie, MS, NCC, MAC

ADOLESCENT



AMERICAN NIA. RSH1111111111111111



KRISINDA AGUON

10 Myths of Sexual Assault

3/9/2021



Bradley Russ

Executive Director

National Criminal Justice Training Center

Fox Valley Technical College

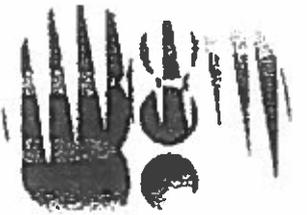


Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer

Fox Valley Technical College



ATTTC

Association for Addiction Technology Transfer Center Network

This certificate is awarded to

[Name]

for attending

Integrating Grief and Loss Conversations into the SBIRT Model

This training has been approved by NAADAC, The Association for Addiction Professionals for the Addiction Technology Transfer Center (ATTTC) Network Coordinating Office for 1.5 hours of NAADAC Continuing Education credits.



February 25, 2023

Laurie Krom, MS

Co-Director

ATTTC Network Coordinating Office

KRISINDA AGUON

Youth Engagement Strategies: Fostering Development of Future Tribal
Criminal Justice Leaders

2/20/2021 (60 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda Aguon

Promoting Your Prevention Activities

2/20/2021 (75 minutes)



Bradley Russ

Executive Director

National Criminal Justice Training Center

Fox Valley Technical College



Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer

Fox Valley Technical College

Guam Coalition Against Sexual Assault and Family Violence

Certificate of Attendance

Certifies

Krisinda Aguon

attended the

2021 kNOW More Webinar:

Identifying and Responding to Stalking

February 2, 3, 4, & 5, 2021

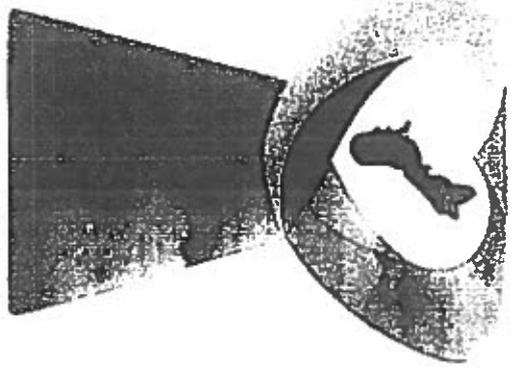
Gytha Cabant

Gytha Cabant, Executive Director

2/5/2021

Date

NO MORE | TOGETHER WE CAN END
DOMESTIC VIOLENCE & SEXUAL ASSAULT



This webinar is funded in part by Grant #2019 MLU AX 0014 awarded by the US Department of Justice (USDJ), Office on Violence Against Women (OVW), Grant #G 2001GUSDVC awarded by the US Department of Health and Human Services (USDHHS), Family Violence Prevention and Services Act (FVPSA), Administration for Children and Families; and Grant #STOP 2017 WF: AX 0041 and Grant #STOP 2018 WF: AX 0027 provided by the Governor's Community Outreach - Federal Programs Office, Office of the Governor of Guam, awarded by the USDJ/OVW. The opinions, findings, conclusions, or recommendations expressed in this event do not necessarily reflect the views of these funding agencies.

KRISINDA AGUON

Youth Engagement Strategies: Fostering Development of Future Tribal
Criminal Justice Leaders

2/20/2021 (60 minutes)



Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

Krisinda Aguon

Promoting Your Prevention Activities

2/20/2021 (75 minutes)



Bradley Russ

Executive Director

National Criminal Justice Training Center

Fox Valley Technical College



Dr. Christopher Matheny

Vice President for Instructional Services

Chief Academic Officer

Fox Valley Technical College

Certificate of Attendance

has participated in the webinar

Adolescent Substance Use: Contemporary Trends in
Prevention and Treatment

on _____ for 1.5 hours

Misti Storie

Misti Storie, MS, NCC, MAC

ADOLESCENT



Certificate of Attendance

Presented to _____

Discussing Options and Referring
Adolescents to Treatment

for 1.5 hours



Misti Storie, MS, NCC, MAC

QUESTIONS

QUESTIONS



Certificate of Attendance

Date: _____

Time: _____

Brief Intervention for Adolescents Part
II: BNI Using MI and CBT Strategies

for _____

[Handwritten Signature]

Mental Health Services

[Faint, illegible text]

Certificate of Attendance

Brief Intervention for Adolescents
Part I: BNI Using MI Strategies

FOR [Name]

MOBILE SERVICE CENTER

Certificate of Attendance

_____ KRISHNAMOORTHY, A. JUDICI

has participated in the webinar

Substance Use Screening Tools for Adolescents

on _____ for 2 hours

Misti Storie

Misti Storie, MS, NCC, MAC

ADOLESCENT





ATTTC

Association of Technology Transfer Centers
ATTTC

This certificate is awarded to:

ADDICTED TO THE PARTY

for attending

Substance Use Interventions for Adolescents and Transitional Age Youth

This training has been approved by NAADAC, The Association for Addiction Professionals for the Addiction Technology Transfer Center (ATTTC) Network Coordinating Office for 1.0 hours of NAADAC Continuing Education credits.



Laurie Krom, MS
Co Director
ATTTC Network Coordinating Office

December 15, 2020



ATTTC

Association for Addiction Technology Transfer Center Network
1000 by Substance Abuse and Mental Health Services Administration

This certificate is awarded to

Krisinda C Agnon

for attending

The Impact of Substance Use on the Developing Adolescent Brain

Event Number: 11-1520

This training has been approved by NAADAC, The Association for Addiction Professionals for the Addiction Technology Transfer Center (ATTTC) Network Coordinating Office for 1.0 hours of NAADAC Continuing Education credits.



October 27, 2020

Laurie Krom, MS
Co-Director
ATTTC Network Coordinating Office

Provider Status # 04973

Certificate of Attendance

was present for the subject:

Adolescents, Young Adults and Opioid Use: When Is It a
Problem? What to Do?

for 1 hour

Misti Stone

Misti Stone, MS, NCC, MAC

WELLS BROWN

WELLS BROWN

Certificate of Attendance

Kristina Aquino

has participated in the webinar

**SBIRT and Sexual & Gender Minority
(SGM) Youth**

for 1 hour



Misti Storie, MS, NCC, MAC

ADOLESCENT



Certificate of Attendance

THIS CERTIFICATE IS FOR THE ATTENDANCE OF

Addressing the Intersection of Substance Use and Suicide:
Strategies for Prevention, Intervention, and Treatment

For 1.5 hours

Misti Stone

Misti Stone MS, NCC, MAC

ADOLESCENT

Guam Coalition Against Sexual Assault and Family Violence

Certificate of Attendance

Certifies

Krisinda Aguon

attended the

2020 kNOW More Webinar:

Addressing Support for All Sexual Assault Survivors

November 4, 5, 10, 13, 18 & 19, 2020

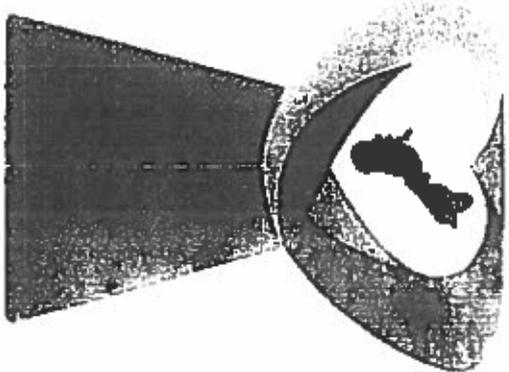
Kristina Torres, Executive Director

Kristina Torres, Executive Director

11/19/2020

Date

NO MORE | TOGETHER WE CAN END
DOMESTIC VIOLENCE & SEXUAL ASSAULT



This project was supported by Grant No. #2017-MU-AX-0004 awarded by the Office on Violence Against Women, U.S. Department of Justice and Grant #G-2001GUSDVC awarded by the Family Violence Prevention and Services Act, Administration for Children and Families, US Department of Health and Human Services. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of these funding agencies.

Guam Coalition Against Sexual Assault and Family Violence

Certificate of Attendance

Certifies

Krisinda Agnon

attended the

2020 kNOW More Webinar:

Addressing Safety and Technology

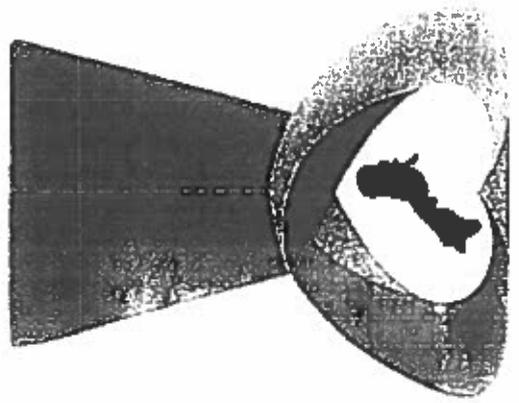
in Virtual Spaces

October 21, 22, 28, & 29, 2020


Cynthia Collet, Executive Director

10/29/2020
Date

NO MORE | TOGETHER WE CAN END
DOMESTIC VIOLENCE & SEXUAL ASSAULT



This project was supported by Grant No. #2017-MU-AX-0004 awarded by the Office on Violence Against Women, U.S. Department of Justice and Grant #G-2001GUSDVC awarded by the Family Violence Prevention and Services Act, Administration for Children and Families, U.S. Department of Health and Human Services. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of these funding agencies.

Certificate of Attendance

KRISTINA AGUION

Participated in the

Promoting Culturally Responsive Treatment and Recovery across the Pacific:
Guam's Virtual Conference on Substance Use Disorders

September 29-30, 2020
Live Virtual Conference


Thomas E. Freese, Ph.D., Co-Director, UCLA ISAP

Guam Coalition Against Sexual Assault and Family Violence

Certificate of Attendance

Certifies

Krisinda Agnon

attended the

2020 kNOW More Webinar: Community Advocate Training and

Creating Change through a Coordinated Community Response:

Domestic Violence/Intimate Partner Violence: Court Monitoring

September 22—25, 2020

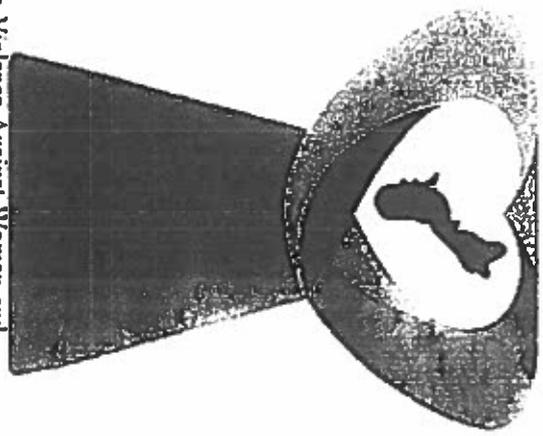
Tom H. ...

Gynthia Cabral, Executive Director

9/25/2020

Date

NO MORE | TOGETHER WE CAN END
DOMESTIC VIOLENCE & SEXUAL ASSAULT



This event is funded in part by the Grant #2017-MU-AX-0004, awarded by the U.S. Department of Justice, Office on Violence Against Women and Grant #G-1901GUSDVC awarded by the Family Violence Prevention and Services Act, Administration for Children and Families, US Department of Health and Human Services. The opinions, findings, conclusions or recommendations expressed in this event do not necessarily reflect the views of these funders.

CERTIFICATE

PROUDLY PRESENTED TO

Krisinda Aguon

Capacity Building Strategies for Smaller Mentoring Programs

Aug 27, 2020

*MENTOR National
Mentoring Partnership -
Program Te*



MENTOR



Certificate of Completion

KRISINDA AGUON

has completed the online course

Difficult People: Strategies to Keep Everyone Working Together

Presented by the National Institute of Corrections

on August 27, 2020 with a score of 100%

Training hours: 5

*Jeff Brachert, Chief
NIC Academy Division*

NATIONAL CRIMINAL JUSTICE TRAINING CENTER
OF FOX VALLEY TECHNICAL COLLEGE

hereby certifies that

Krisinda Aguon

has attended the live webinar

Introduction to Cognitive Behavioral
Therapy/Skill Development

held on August 19, 2020 (90 minutes)

This project was supported by 2018-S4-BX-K002 awarded by the Bureau of Justice Assistance, Office of Justice Program, U.S. Department of Justice.



Bradley Russ
Director

National Criminal Justice Training Center
Fox Valley Technical College



Dr. Christopher J. Matheny
Vice President for Instructional Services
Chief Academic Officer
Fox Valley Technical College

You have successfully completed the
1-hour webinar

**Leveraging the Secret Sauce of Relationships to Improve
Reentry Outcomes: The Value of Social Capital
Developing Organic Connections, Peer Supports,
and Accountability**

August 18, 2020



RTI



RESEARCH TRIANGLE INSTITUTE

You have successfully completed the
1-hour webinar

**Leveraging the Secret Sauce of Relationships to Improve
Reentry Outcomes: The Value of Social Capital
Developing Organic Connections, Peer Supports,
and Accountability**

August 18, 2020



RTI



RESEARCH TRIANGLE INSTITUTE

Guam Coalition Against Sexual Assault and Family Violence

Certificate of Attendance

Certifies

Krisinda Aguon

attended the

2020 KNOW MORE Webinar:

Supporting Incarcerated Survivors of

Sexual Abuse Advocate Training

August 5, 6, 12, & 13, 2020

Cynthia Cabat, Executive Director

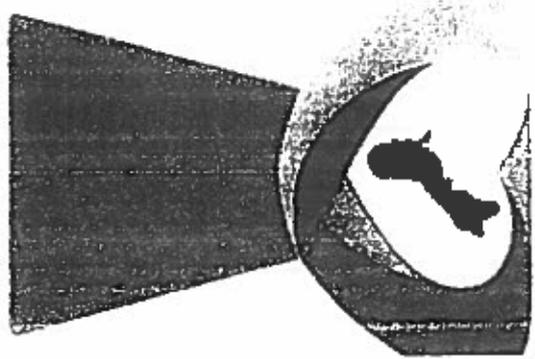
Cynthia Cabat, Executive Director

8/13/2020

Date

NO MORE

TOGETHER WE CAN END
DOMESTIC VIOLENCE & SEXUAL ASSAULT



This event is funded in part by the Grant #2017-MU-AX-0004, awarded by the U.S. Department of Justice, Office on Violence Against Women and Grant #G-1901GUSDVC awarded by the Family Violence Prevention and Services Act, Administration for Children and Families, US Department of Health and Human Services. The opinions, findings, conclusions or recommendations expressed in this event do not necessarily reflect the views of

This is to certify that

Krisinda Aguon

attended the one-day web-based training equivalent
to 4 professional development hours on:

FEMA E-74,

***Reducing the Risks of Nonstructural
Earthquake Damage***

Presented

Under the National Earthquake
Technical Assistance Program (NETAP)

August 5, 2020

Barry H. Welliver

Barry H. Welliver
Training Instructor



**PREFERRED
EDUCATION
PROVIDER**

ICC PP #: 24877
ATC PPP ID: 2067

This is to certify that

Krisinda Aguon

attended the one-day web-based training equivalent
to 2 professional development hours on:

FEMA P-1000,

***Safer, Stronger, Smarter: A Guide to Improving
School Natural Hazard Safety***

Presented

Under the National Earthquake
Technical Assistance Program (NETAP)

August 3, 2020

Barry H. Welliver

Training Instructor



ICC PP #: 24883
ATC PFP ID: 2067



Certificate of Completion

KRISINDA AGUON

has completed the online course

PREA: Investigating Sexual Abuse in a Confinement Setting: Advanced Investigations

Presented by the National Institute of Corrections

on July 27, 2020

Training hours: 3

Jeff Hadnot, Chief
NIC Academy Division



Certificate of Completion

KRISINDA AGUON

has completed the online course

PRÉA: Preventing and Addressing Sexual Abuse in Tribal Detention Facilities

Presented by the National Institute of Corrections

on July 16, 2020

Training hours: 3

Jeff Madson, Chief
NIC Academy Division



Certificate of Completion

KRISINDA AGUON

has completed the online course

Respectful Communication with LGBTQI Youth

Presented by the National Institute of Corrections

on July 16, 2020 with a score of N/A

Training hours: 1

Jeff Madnot, Chief
NIC Academy Division



Certificate of Completion

KRISINDA AGUON

has completed the online course

Communicating Effectively and Professionally with LGBT Offenders

Presented by the National Institute of Corrections

on July 16, 2020

Training hours: 1

Jeff Madnot, Chief
NIC Academy Division



Certificate of Completion

KRISINDA AGUON

has completed the online course

PREA for Community Confinement Facilities

Presented by the National Institute of Corrections

on July 16, 2020

Training hours: 3

Jeff Macindoe, Chief
NIC Academy Division



Certificate of Completion

KRISINDA AGUON

has completed the online course

PREA for Community Confinement Facilities

Presented by the National Institute of Corrections

on July 16, 2020

Training hours: 3

Jeff Hadnot, Chief
NIC Academy Division



Certificate of Completion

KRISINDA AGUON

has completed the online course

*PREA: Preventing and Addressing Sexual Abuse in Tribal Detention
Facilities*

Presented by the National Institute of Corrections

on July 16, 2020

Training hours: 3

*Jeff Hadnot, Chief
NIC Academy Division*



Certificate of Completion

KRISINDA AGUON

has completed the online course

Respectful Communication with LGBTQI Youth

Presented by the National Institute of Corrections

on July 16, 2020 with a score of NA

Training hours: 1

Jeff Hahnol, Chief
N C Academy Division



Certificate of Completion

KRISINDA AGUON

has completed the online course

PREA: Your Role Responding to Sexual Abuse

Presented by the National Institute of Corrections

on July 12, 2020 with a score of 83%

Training hours: 3

Jeff Hadnot, Chief
NIC Academy Division



Certificate of Completion

KRISINDA AGUON

has completed the online course

PREA: Investigating Sexual Abuse in a Confinement Setting

Presented by the National Institute of Corrections

on July 12, 2020

Training hours: 3

Jeff Hadnot, Chief
NIC Academy Division



Certificate of Completion

KRISINDA AGUON

has completed the online course

PREA: Your Role Responding to Sexual Abuse

Presented by the National Institute of Corrections

on July 12, 2020 with a score of 83%

Training hours: 3

*Jeff Hadnot, Chief
NIC Academy Division*



Certificate of Completion

KRISINDA AGUON

has completed the online course

PREA: Investigating Sexual Abuse in a Confinement Setting

Presented by the National Institute of Corrections

on July 12, 2020

Training hours: 3

Jeff Haunot, Chief
NIC Academy Division



U.S. Department of Justice
Office of Justice Programs
Office of Juvenile Justice and Delinquency Prevention



Enhancing safety. Ensuring accountability. Empowering youth.

Webinar Certificate of Attendance

This Certifies that **Krisinda Aguon**

Attended the training:

***Secondary Trauma & Traumatic Stress: Physical
Signs and Symptoms and How to Mitigate***

On Thursday 18 June 2020, 03:00 PM - 05:00 PM

Francis Mendez, Project Director, OJJDP's NTTAC

Thank you,

OJJDP's NTTAC

Sign up to receive OJJDP's NTTAC TTA news! To reach OJJDP's TTA Help Desk, please contact us at 1-833-647-0513 or ojjdpntta@usdoj.gov.

Webinar Certificate of Attendance

This Certifies that **Krisinda Aguon**

Attended the training:

***Secondary Trauma & Traumatic Stress: Overview,
Signs & Symptoms, and Wellness Tools and
Techniques to Mitigate the Effects***

On Thursday 4 June 2020, 03:00 PM - 05:00 PM

Francis Mendez, Project Director, OJJDP's NTTAC

Thank you,

OJJDP's NTTAC

Sign up to receive OJJDP's NTTAC TTA news! To reach OJJDP's TTA Help Desk, please contact us at 1-833-647-0513 or ojdppta@usdoj.gov.

Youth Mental
First Aid



YOUTH
MENTAL
HEALTH
FIRST AID™

Krisinda Aguon

Has completed the 8-hour course and is now certified in

Youth

Mental Health First Aid USA

And has been trained to provide initial help to young people experiencing problems such as depression, anxiety disorders, psychosis, and substance use disorders.

This certificate became effective on 1/31/2020

Date

This certificate expires on 1/31/2023

Date

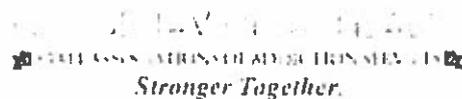
Jennifer Lynn Cruz

instructor

Elisa Duenas

instructor

NATIONAL COUNCIL



National Council for Behavioral Health operates Mental Health First Aid in the USA. The National Council for Behavioral Health, the Maryland Department of Health and Mental Hygiene, and the Missouri Department of Mental Health founded Mental Health First Aid USA.



GOVERNMENT OF GUAM
DEPARTMENT OF ADMINISTRATION
HUMAN RESOURCES DIVISION
P.O. BOX 884 , HAGATNA, GUAM 96932
(671) 475-1141 * FAX (671) 477-7100



NOTICE OF RATING

AGUON, KRISINDA C

GENERAL INFORMATION - It is your responsibility to advise this office in the event that you change your mailing address and/or telephone numbers as indicated on your application form. We are not responsible for delays in the receipt of Notices of Rating due to the postal system. For further information, visit or contact the Human Resources Division at (671) 475-1128.

ELIGIBLE RATING - After receiving an eligible rating, your chances for an interview depends on: (1) number of available vacancies in the department and agencies using this list; (2) whether your rating score is high enough to be certified (see **CERTIFICATION FOR INTERVIEW**); (3) whether or not a registered Enhanced Placement Program (EPP) eligible, Priority Placement Program (PPP) eligible, or bonafied preferential hire is on the same eligibility list as you, or being considered for the position; and (4) the departments and agencies where you are willing to work. For these reason we cannot give definite information about how soon you might be contacted for an interview.

EXPIRATION OF ELIGIBLE RATING - Your eligible rating score expires after one year your score is established. If you applied under a continuous job announcement and the job announcement has yet to close, you may update your rating score by submitting an updated job application form. For closed job announcements, you may update your rating score by reapplying and repeating the application process when the position is re-announced. If your rating score expires under a close job announcement, you can only be eligible again by reapplying and repeating the application process when the position is re-announced. In general though, you are encouraged to apply for any and all job announcements that you feel you qualify for, and are eligible to apply for. (Please note that depending upon the needs of a particular department, positions may be announced with Selective Factor (SF) requirements which may affect your eligibility for a position, under a particular job announcement).

CERTIFICATION FOR INTERVIEW - For each vacancy, the five(5) applicants with the highest scores are scheduled for interviews (ten(10) applicants for labor and custodial vacancies.) However, in the event of tie scores with the fifth eligible, all eligibles with the same score as the fifth eligible will be referred. When your name is reached, you will be notified by mail and/or telephone to report for an interview. You may or may not be selected as a result of the interview. If you are not selected, your name will be placed back on the eligible list for consideration in filling future vacancies until your score expires.

PREFERENCE POINTS - For those who are authorized, preference points are added only after a passing score is received.

PREFERENTIAL HIRE - In accordance with P.L. 15-127, appointing authorities are mandated to give first offer of employment to GovGuam scholarship and student loan recipients. This status is subject to verification. This preferential treatment is applicable only upon initial government employment to a classified position that was announced "Open". Please note, preferential hire eligibles will have their status removed if they decline a job offer, and will be considered as a regular applicant.

RECONSIDERATION PROCEDURE - If you believe we did not determine your initial rating correctly, or wish to appeal your initial rating, you may request for an administrative review of your initial rating within 10 workdays from the postmarked date of your Notice of Rating, by either visiting our office and filling out a Rating Appeal Form, or by writing to the Director of DOA, ATTN: HR Division, P.O. Box 884, Hagatna, Guam 96932. Your request, however, must be received within 10 workdays from the postmarked date of your Notice of Rating, and be accompanied by all the required information supporting your appeal. In the case of being rejected due to failure to furnish documents, the documents must also be received within the same 10 workdays time period. Please be advised that pursuant to DOA Rule 4.211, our office is authorized to certify for the initial list of eligibles for interview, after the 10 workdays administrative review period has elapsed.

The exception to this Rule is in the following cases: Enhanced Placement Program eligibles, Priority Placement Program eligibles, Preferential Hires, and Critical Recruitment Action (CRA) eligibles. (Rev 2/12)



GOVERNMENT OF GUAM
 DEPARTMENT OF ADMINISTRATION
 HUMAN RESOURCES DIVISION
 P.O. BOX 884 , HAGATNA, GUAM 96932
 (671) 475-1141 * FAX (671)477-7100



NOTICE OF RATING

Name: AGUON, KRISINDA C

Appl ID: 122523-21

Date of Notice: Jun 11,2021

This serves as your official notice for the following position. keep this notice your files for future reference.

Eligibility no: EI21-0095

Establishaed: Jun 11,2021

Announcement No: DOA95-21

Posted: May 18,2021

Closed:

Postion Code : 03.060

Title : HUMAN SERVICES PROGRAM
 ADMINISTRATOR

Eligibility Status

You are eligible for the positon with a final rating score of 73.71. Your name has been placed and/or combined with other eligibles who passed this examination in the order of rating scores, Your name on the eligibilty list expires on Jun 10,2022
 If you are eligible for preference points, the following prefernce points was added and is included in your final rating score: 0.00

Please read the messages accompanyg this notice for information regarding your chances for an interview. We appreciate your interest for employment in the government of GUAM, We encourage you to participate in future competitive examinations, We suggest that you watch for job announcemnet and that you visit our Human Resources Division located at the International Trade Center (ITC) Building, Suite 215, 590 S Marine Corps Drive, Tamuning Guam 96913 for job opportunities and information.

For:

IN ADDITION, PLEASE NOTE THE FOLLOWING:

Please resubmit an updated suitability form if anything has ocured that would update your resposnes on your suitability form after you have submitted your application.

If you are selected for this position, your selection will be conditonal pending submission of a recent police and court clearance and taking and passing a drug test(see drug screening section of the job announcement). The hiring department will mail a letter to you explaining these requirements. You will have five(5) businees days from the postmarked date of your letter to submit police and court clearances that are no older than a month from the date of your letter. The cost of the clearances is your responsibility. IF you have already submitted clearances with our employment application, you will not be required to re-submit as long as they meet the date criteria above. If you do not have any convictions or conditions that would warrant rescinding the job offer, and you pass the drug test, you will be notified of your start date.

If you have any questions, please call (671) 475-11128/1141. Thank you for your co operation.